

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**  
**MERTHYR TYDFIL COUNTY BOROUGH COUNCIL**

**LLWYDCOED CREMATORIUM JOINT COMMITTEE**

**Minutes** of the Annual General Meeting of the Llwydcoed Crematorium Joint Committee held at the Civic Offices of Merthyr Tydfil County Borough Council, Merthyr Tydfil on Tuesday, 19 June 2018 commencing at 2.00 p.m.

**PRESENT**

**Merthyr Tydfil County Borough Councillors**

M. Colbran, J. Thomas, D. Isaac and D. Chaplin

**Rhondda Cynon Taf County Borough Councillors**

(Mrs) A. Crimmings, H. Boggis and G. Jones

**Officers in Attendance**

Ms. J. Lewis – Bereavement Services Manager

Mr. N. Griffiths – Head of Financial Services - Community & Children's Services

Mrs. L. Coughlan – Solicitor

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from County Borough Councillors K. Morgan and A. S. Fox (Rhondda Cynon Taf County Borough Council).

**2 DECLARATION OF INTERESTS**

There were no declarations of interests in matters pertaining to the agenda.

**3 ELECTION OF CHAIRMAN OF LLWYDCOED CREMATORIUM JOINT COMMITTEE FOR 2018-19**

**RESOLVED** to elect County Borough Councillor H. Boggis as Chairman of the Joint Committee for the 2018-19 municipal year.

**4 APPOINTMENT OF VICE-CHAIRMAN OF THE LLWYDCOED CREMATORIUM JOINT COMMITTEE FOR 2018-19**

**RESOLVED** to appoint County Borough Councillor D. Isaac as Vice-Chairman of the Joint Committee for the 2018-19 municipal year.

**5 MINUTES**

**RESOLVED** to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 20<sup>th</sup> March 2018, subject to the following:-

- 5.1 it being noted in the minutes that Councillor G. Jones had advised the Committee that he had been in contact with the local Male Voice Choir who had agreed to participate in the Christmas carol service.
- 5.2 Minute No. 22 – the Committee was advised that the implementation of a 12-month pilot scheme in respect of bereavement fees for armed forces veterans had now been considered and approved by the Cabinet at Merthyr County Borough Council, it was therefore **RESOLVED** to implement a 12-month pilot scheme in respect of bereavement fees for armed forces veterans.
- 5.3 Minute No. 23 – In response to a query raised with regard to future meetings of the Joint Committee to be held at Llwydcoed Crematorium, it was noted that the costs following the ancillary remedial works had not yet been finalised, however, this would still remain an option to hold meetings in the future.

## **REPORT OF THE TREASURER**

### **6 DRAFT ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

Members considered the report of the Treasurer.

Following discussions regarding the arrangements that are currently in place to maintain the gardens at Llwydcoed Crematorium, the Bereavement Manager reported that this is currently under review and is being considered to employ a permanent member of staff for the future instead of using an agency member of staff.

Members were provided with information relating to:

- The financial performance and movement of usable reserves
- Balance Sheet for the year ended 31<sup>st</sup> March 2018
- General Fund Balances 2012/13 to 2017/18

and following consideration thereof, it was **RESOLVED** –

- (1) To note the report.
- (2) To note the audited Annual Return for the year ended 31<sup>st</sup> March 2018 as presented.
- (3) That the Chairman of the Joint Committee signs the Approval and Certification Section of the Annual Return.
- (4) To note and approve the Internal Audit Final Report

## **REPORT OF THE BEREAVEMENT SERVICES MANAGER**

### **7 STATISTICS AND PERFORMANCE**

In her report, the Bereavement Services Manager provided Members with Statistics and Performance figures relating to the operation of the Crematorium since the last meeting and following consideration thereof, it was **RESOLVED** to note the information.

### **8 MEMBERS VISIT TO LLWYDCOED CREMATORIUM**

The Committee was informed that Members visited Llwydcoed Crematorium on Monday 30<sup>th</sup> April, 2018 and found the visit to be very useful. The works undertaken around the site, especially with the works undertaken to the memorial garden, which is very well used, impressed members.

Members were advised that, if necessary, a further visit could be re-arranged sometime in the future, for those who were unable to attend.

### **9 URGENT ITEM**

Members queried whether a date had been scheduled for the Carol Service.

In response, it was reported that no date had been arranged yet, however, Members would be updated as soon as possible as soon as a date has been scheduled.

**H.BOGGIS  
CHAIRMAN**

The meeting terminated at 2.17 p.m.