



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

Llwydcoed Crematorium

Minutes of the meeting of the Llwydcoed Crematorium meeting held on Tuesday, 10 December 2019 at 2.00 pm at the Civic Offices, Merthyr Tydfil County Borough Council, Merthyr Tydfil.

County Borough Councillors - Llwydcoed Crematorium Members in attendance:-

Councillor D Isaac (Chair)

Merthyr Tydfil County Borough Councillors

Councillor D Chaplin, Councillor J Thomas and
Councillor M Colbran

Rhondda Cynon Taf County Borough Councillors

Councillor H Boggis Councillor A Crimmings

Officers in attendance

Mr B Davies, Director of Finance & Digital Services
Ms J Lewis, Bereavement Services Manager
Mr P Mee, Director, Public Health, Protection & Community Services
Mr S Preddy, Group Accountant
Mr C Pritchard, Assistant Cemetery Manager/Crematorium Supervisor
Ms L Coughlan, Solicitor

14 APOLOGIES FOR ABSENCE

Apologies for absences were received from County Borough Councillors G. Jones and K. Morgan (Rhondda Cynon Taf County Borough Council).

15 DECLARATION OF INTEREST

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

16 MINUTES

RESOLVED to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 23rd July 2019.

17 REPORT OF THE BEREAVEMENT SERVICES MANAGER

17.1 Inspection of the Crematorium

The Bereavement Services Manager provided an update to Members in respect of the findings of the inspection of the Crematorium, undertaken by the Federation of Burial and Cremation Authorities.

It was reported that the Cremation was found to be in full compliance with all areas inspected, besides one area that was found to be deficient, which was the fact that the Crematorium did not have a defibrillator. However, it was noted that a defibrillator had been purchased and would be installed at the site shortly.

Following discussions, it was **RESOLVED** to note the inspection report received from the Federation of Burial and Cremation Authorities.

17.2 ICCM – Recycling of Metals Scheme

The Bereavement Services Manager provided an update to Members with regard to the ICCM Recycling Scheme.

It was reported that in respect of the charity nomination for this period, the Chair and Vice Chair of the Joint Committee nominated the Mayor's fund for Merthyr Tydfil County Borough Council Macmillan Cancer Support to receive a donation in the sum of £8,000. A letter of thanks from the Charity was received by Llwydcoed Crematorium, upon receiving the donation.

Following discussions, Members **RESOLVED** to note the information.

17.3 Proposed Conversion of Crematorium House into Meeting Room/Storage Facility

The Bereavement Services Manager asked Members to consider the proposed Conversion of Crematorium House into Meeting Room/Storage Facility.

It was reported that Corporate Estates had designed a scheme of works, together with costs of the project in the sum of £43,908.20.

Following discussions, Members **RESOLVED** to approve the scheme and associated project costs.

17.4 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.

Following consideration thereof, it was **RESOLVED** to note the information.

18 BUDGET MONITORING REPORT FOR 2019-20

The Group Accountant provided an update in respect of the 2019/20 Budget Monitoring report, which provided a comparison of actual and projected expenditure against the approved budget for the first seven months of the 2019/20 financial year. An explanation was provided in respect of the main expenditure variance.

Following consideration of the report, it was **RESOLVED** to note the 2019/20 Budget Monitoring update.

19 JOINT REPORT OF THE DIRECTOR OF PUBLIC HEALTH, PROTECTION & COMMUNITY SERVICES AND THE DIRECTOR OF FINANCE AND DIGITAL SERVICES

Members were presented with the Joint report of the Director of Public Health, Protection and Community Services and the Director of Finance and Digital Services which is to propose an arrangement for the annual redistribution of general reserves held by the Llwydcoed Crematorium Joint Committee.

Members were informed that the Joint Committee holds a reserve of £2.206M at 31st March 2019 and this is anticipated to increase over coming years.

It was reported that there is an opportunity for the Joint Committee to introduce an arrangement whereby the Committee retain the appropriate level of reserves require to meet their future capital requirements at Llwydcoed Crematorium whilst allowing a redistribution of surplus reserves to each Council to support wider capital investment priorities.

Following consideration of the report, it was **RESOLVED** –

(1) To approve the redistribution of general reserves held by Llwydcoed Crematorium Joint Committee as set out in section 5 of this report; and

(2) Subject to 2.1, authorise the Director of Financial and Digital Services to put in place the necessary financial arrangements for the redistribution.

20 REPORT OF THE DIRECTOR OF PUBLIC HEALTH, PROTECTION & COMMUNITY SERVICES

The Director of Public Health, Protection and Community Services presented his report which is to propose that Llwydcoed Joint Committee

pilot a reduced cremation fee for funeral directors offering direct or simplicity cremations.

It was reported that the proposal would introduce an option for funeral directors to offer direct cremations utilising both crematoria and is consistent with current practice at crematoria across Wales and the UK, in response to growing demand from families seeking low cost, simpler funerals and will support both Council's commitment to assist those with the lowest income who may struggle to meet funeral costs.

The Director of Public Health, Protection and Community Services reported that the cremation fee is currently £710 and it was proposed that the Committee offer a reduced fee of £560 for a direct cremation.

Following discussions with regard to Veterans receiving a discounted rate, Member agreed that they would be happy for them to receive this.

Following discussions, it was **RESOLVED** –

1. Approve a twelve month pilot of a reduced cremation fee for funeral directors offering a direct cremation; and
2. Subject to 2.1, the Committee set this fee at £560 with effect from 1st January 2020 (and not January 2019 as outlined in the report).

This meeting closed at 2.23 pm

**H. Boggis
Chairman.**