

NORTH DEVON COUNCIL

Minutes of a meeting of the NORTH DEVON CREMATORIUM JOINT COMMITTEE held at the Crematorium on Friday 3rd November 2023 at 2.30 p.m.

Present: Representing North Devon District Council

Councillors Cann, Haworth-Booth, P. Leaver, Lovering and Walker (Vice Chair)

Representing Torridge District Council

Councillors Christie, Harding, Johns, Gubb and Inch (Chair).

Officers

NDC Head of Customer Focus, Crematorium Manager, Treasurer, Secretary, Accountant and NDC Customer Feedback and Service Improvement Officer

(A) APOLOGIES

Apologies were received from Councillors Denton and Renshaw.

(B) MINUTES

- i. RESOLVED that the minutes of the meeting held on 4th August 2023 (previously circulated) be approved as a correct record and signed by the Chairman.
- ii. Matters Arising. There were no matters arising.

(C) ITEMS BROUGHT FORWARD WHICH, IN THE OPINION OF THE CHAIRMAN, SHOULD BE CONSIDERED AS A MATTER OF URGENCY

There were no items of urgency.

(D) DECLARATIONS OF INTEREST

There were no declarations of interest declared.

(E) CREMATORIUM MATTERS.

The Joint Committee considered a report by the Crematorium Manager (previously circulated).

i) Metals Recycling Charity Award

It was noted:

That North Devon Hospice had been nominated for the next award (probably December 2023) and that Cruse would be the next nomination in line with the current rota.

Cruse
Children's Hospice SW
Families in Grief
North Devon Hospice

ii) Crematorium Figures

The Cremation figures were noted. The actual figure for October was 131.

iii) Phase B Works (Garage/Memorial Room)

It was noted that the works would be completed by end of November 2023.

iv) Direct Cremations

It was noted that the cremation numbers for the 6-months of operation were:

Direct Cremations	April 2022 - March 2023	April 2023- September 2023
Total	59	115

v) Crematorium Organist

It was noted that the Crematorium Organist Contract ended on 4th February 2024 and was being re-tendered for 3 years + 2 year option.

vi) PETROC Intern

It was noted that a Petroc student with an interest in horticulture was being supported with a support worker in the next couple of weeks for 400 hours.

The Crematorium Manager reported that Jeremy Mann was leaving North Devon Council and that Sarah Higgins would be the new NDC support Lead Officer.

In answer to a question the Crematorium Manager stated the NDC were looking at funding opportunities to provide solar panel at the Crematorium.

(F) PERFORMANCE MONITORING QUARTER 2 2023/24.

The Joint Committee noted a report by the Treasurer (previously circulated) regarding the performance for quarter 2 April to September 2023/2024.

(G) DATES OF FUTURE MEETINGS 2024/2025.

RESOLVED that the following dates for 2024/2025 be agreed:

Friday 7th June 2024 @ 2.30 p.m.
Friday 2nd August 2024 @ 2.30 p.m.

Friday 1st November 2024 @ 2.30 p.m.
Friday 7th February 2025 @ 2.30 p.m.

(H) DATE OF NEXT MEETING

It was noted that the next meeting would be on Friday 2nd February 2024 @ 2.30 p.m.

Chairman

The meeting ended at 2.53 p.m.