

NORTH DEVON COUNCIL

Minutes of a meeting of the NORTH DEVON CREMATORIUM JOINT COMMITTEE held at the Crematorium on Friday 6 August 2021 at 2.30 p.m.

Present: Representing North Devon District Council

Councillors Bulled, Davis, Y. Gubb, Phillips and Walker (Chair).

Representing Torridge District Council

Councillors Christie, J. Gubb (Vice Chair), Hurley and Pennington.

Officers

Crematorium Manager, Treasurer, Secretary and Accountant.

(a) APOLOGIES

Apologies were received from Councillors Cann, Inch and Lovering.

(b) MINUTES

- (i) RESOLVED that the minutes of the meeting held on 11th June 2021 (previously circulated) be approved as a correct record and signed by the Chairman.
- (ii) Matters Arising.

Councillor Christie stated that as Vice Chair of Torridge District Council he was, due its constitution unable to be Vice Chair of any other Committee and therefore had to step down as Vice Chair of the Joint Committee.

It was RESOLVED that Councillor J. Gubb be appointed Vice Chair of the Joint Committee until re-appointments are made in the next municipal year.

(c) DECLARATIONS OF INTEREST

There were no declarations of interest declared.

(d) CREMATORIUM MATTERS

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

i) Covid Crisis Update

It was noted:

That the lifting of many restrictions on July 19th resulted in an increase of capacity to 162 (normally 252) with 'two-tier' seating to allow mourners to opt for a 2-metre spaced row of seats. Face coverings remained a requirement and singing was not permitted (except for pre-arranged profession/amateur singers). The Aspen chapel remained closed together with waiting rooms and the vestry.

The national and local situation would be closely monitored to establish whether any changes in restrictions (increase or relax) were appropriate.

ii) Achievements

It was noted:

That video access control had been introduced at the main reception to allow 'drop-in' appointments whilst retaining control over the number of visitors.

Following an offer to both North Devon and Torridge to host council meetings in a Covid19 secure setting with webcasting for the public, North Devon had used the facility twice producing an additional income stream.

iii) Staffing

It was noted:

That the part-time bereavement administrator post had been approved for advertising as an internal and external (North Devon & Torridge) vacancy.

iv) Metals Recycling Charity Award

It was noted:

That Over and Above (Cancer & Wellbeing Centre) had been proposed for the next award (due December 2021).

Subsequent nomination list:

Families in Grief

North Devon Children's Holiday Foundation

North Devon Hospice

Cruse

Children's Hospice SW

Over and Above (North Devon Hospital – Maternity Unit Bereavement Suite)

Clarity

Calvert Trust

Over and Above (Cancer & Wellbeing Centre)

That no further additions to be considered prior to February 2022.

v) Crematorium Figures

The Cremation figures were noted.

It was also noted that the recently issued National Crematorium Figures showed that the East Devon Crematorium had a large increase in cremation figures but that this was due to the Crematorium being privately owned by Co-Op and undertaking direct cremations in house.

vi) Garden Improvements 2020/21

It was noted:

That the Bulk material fencing had been completed.

That the additional gardener support had been brought in due to a team member absence. This amounted to 2.5 days a week.

That the Rowan exit sails work were due to commence 24th August (install concrete pads and steel supports). The Sails would be ordered and installed once the final measurements had been confirmed (services may require steel supports to be moved slightly). The Aspen Chapel would be used during the works with a reduced capacity of 45 (service users advised with over 28 days notice).

vii) Larkbear Development – Traffic Management

It was noted that written representation to the traffic order to remove the existing bus gate in Gratton Way and replace it with a new bus gate in Old Torrington Road had been made to DCC.

However, the North Devon Highways and Traffic Orders Committee meeting held on 7th July had voted that the scheme proceed unchanged.

Once implemented, the bus gate would move from the Gratton Way junction to Old Torrington Road itself where it would be enforced by camera. Consequently, all Crematorium traffic would have to use the Gratton Way Industrial Estate route together with the new estate traffic.

It was agreed that the Crematorium Manager re-iterate the views previously expressed by the Joint Committee to the North Devon Highways and Traffic Orders Committee for reconsideration.

(g) PERFORMANCE QUARTER 1 2021/2022

The Joint Committee considered and noted a report by the Treasurer (previously circulated) regarding the performance for Quarter 1 April to June 2021/2022

(h) DATES OF FUTURE MEETINGS

It was noted that the next meeting would be on Friday 5th November 2021 @ 2.30 p.m.

(i) COUNCILLOR INCH

The Joint Committee requested that its wishes be sent to Councillor Inch for a speedy recovery.

Chairman

The meeting ended at 3.52 p.m.