

NORTH DEVON COUNCIL

Minutes of a meeting of the NORTH DEVON CREMATORIUM JOINT COMMITTEE held at the Crematorium on Friday 4th August 2023 at 2.30 p.m.

Present: Representing North Devon District Council

Councillors Cann and Renshaw

Representing Torridge District Council

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

Officers

J. Mann Head of Housing, Planning and Health, Crematorium Manager, Treasurer, Secretary, Accountant and NDC Customer Feedback and Service Improvement Officer.

(a) APOLOGIES

Apologies were received from Councillors Denton, Harding, Haworth-Booth, Leaver, Lovering and Walker.

(b) MINUTES

- (i) RESOLVED that the minutes of the meeting held on 9th June 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 CHAIR 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 July was 139.

iii) Phase B Works (Garage/Memorial Room)

It was noted that the works were underway and anticipated to be completed in October 2023.

iv) Direct Cremations

It was noted that the cremation numbers for the 4-months of operation were:

| Direct Cremations | 2022 | 2023 |
|--------------------------|-------------|-------------|
| April | 12 | 24 |
| May | 6 | 23 |
| June | 5 | 20 |
| July | 6 | 17 |
| Total | 29 | 84 |

v) Additional Projects

It was noted:

- A) That Public Wi-Fi access should be completed by 14th August 2023
- B) That the installation of a hot drink and snack machine had been installed in the Aspen waiting room. There was no ongoing costs or maintenance requirements for the crematorium.

vi) Road Works

It was noted that the Gratton Way route was now the only access route to the crematorium. Old Torrington Road was closed on 18th July and re-opening to buses only on 14th August.

Currently the new (permanent) access route was only signed with diversion signs pending the existing road signs being changed by 14th August.

vii) Road Frontage - Hedging

Councillor Renshaw suggested that hedging could be put along the road frontage of the Crematorium to help obscure the Industrial site opposite.

RESOLVED that the Crematorium Manager investigate and report to the next Joint Committee meeting.

(f) PERFORMANCE MONITORING REPORT QUARTER 1 2023/2024

The Joint Committee noted a report by the Treasurer (previously circulated) regarding the performance for quarter 1 April to June 2023/2024.

(g) DATES OF FUTURE MEETINGS

It was noted that the next meeting would be on Friday 3rd November 2023 @ 2.30 p.m.

Chairman

The meeting ended at 2.50 p.m.