

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MINUTES OF THE MEETING of the Joint Committee held in the North Chapel Waiting Room, Portchester Crematorium on Monday 24 September 2012 at 2.00 pm.

Present

Fareham Borough Council

Councillor Leslie Keeble

Gosport Borough Council

Councillor Peter Edgar (in the Chair)
Councillor Dennis Wright

Havant Borough Council

Councillor David Collins

Portsmouth City Council

Councillor Aiden Gray
Councillor Hugh Mason

Apologies for Absence (AI 1)

Councillor Yvonne Weeks (Havant BC) and Councillor Keith Evans (Fareham BC).

Presentations

At the commencement of the meeting the Chairman presented retirement certificates to Dr Olumade Okubadejo (Deputy Medical Referee); Roger Young (Horticultural Consultant); and Ray Legg (Technician).

479 Havant Borough Council – change of member representative (AI 2)

RESOLVED that it be noted that Councillor Yvonne Weeks has been appointed, in place of Councillor Leah Turner.

480 Declarations of Members' Interests (AI 3) – None.

481 Minutes of the Meeting held on 18 June 2012 (AI 4)

RESOLVED that the minutes of the meeting held on the 18 June 2012 be signed as a correct record.

482 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 5)

(a) Minute 471 – Annual Return for the Financial Year Ended 31 March 2012 – Resolution 2

The Treasurer reported that the external auditors had now signed off the Internal Audit report, and this was now available for any member who wished to receive it.

483 Clerk's Items (AI 6) – None.

484 Portchester Crematorium Joint Committee – Annual Report 2011/12 (AI 7)

(TAKE IN REPORT OF THE CLERK)

RESOLVED that the annual report for the 2011/12 financial year be noted and received and it be sent for information to each constituent authority.

485 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report (AI 8)

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

RESOLVED that the contents of the report be noted.

486 Horticultural Consultant's Report (AI 9)

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

RESOLVED that the report be received and approved.

487 Manager and Registrar's Report (AI 10)

(a) General Statistical Report

(TAKE IN REPORT OF THE MANAGER AND REGISTRAR)

RESOLVED that the report be received and noted.

(b) Any other items of topical interest

The Manager and Registrar reported for information on the level of response he had received to the recent advertisement to fill a pending vacancy for a technician.

**488 Crematorium Mercury Abatement Project –
Report by Engineer and Surveyor (AI 11)**

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

The Engineer and Surveyor highlighted from his report that all 6 cremators were now operating with 100% mercury abatement, well ahead of programme.

Councillor Hugh Mason, chairman of the Project Board, expressed thanks to the Engineer and Surveyor and the consultants for the way in which the project had been brought to a successful conclusion on time and under budget.

In respect of the deed of variation in relation to the electricity sub-station and easement, mentioned in paragraph 5 of the report, the Clerk reported on the current situation. He explained that the Joint Committee in March 2012 had given him authority to finalise the terms of the deed, and members confirmed this.

In seeking to progress this matter it had become clear that it was also necessary to agree to rectification of the current leases to correct a geographical overlap that appeared not to have been noticed during an earlier conveyancing process.

(At the conclusion of the meeting members toured the crematorium and the abatement works).

RESOLVED (1) that the Engineer and Surveyor's report be received and noted.

(2) that the Clerk's report on progress in respect of preparation and finalisation of the deed of variation be noted and approved.

489 Staffing Matters (Exempt Item) (AI 12)

Before considering this item the Joint Committee –

RESOLVED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of 'exempt information' within paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

(a) Crematorium Technicians' Salary Review

(TAKE IN REPORT OF THE CLERK)

(b) Deputy Engineer and Surveyor

Take in exempt minute setting out the decision of the Joint Committee in respect of the consideration of these matters.

490 Date of Next Meeting (AI 13)

RESOLVED that it be noted that the next meeting of the Joint Committee will be at 2pm on Monday 10 December 2012 in Havant.

The meeting concluded at 2.40pm

Chairman

JH/me
1 October 2012
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