



**Portsmouth**  
CITY COUNCIL

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# NOTICE OF MEETING

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**PORTCHESTER CREMATORIUM  
JOINT COMMITTEE**

**MONDAY 10 DECEMBER 2012 AT 2.00 PM**

**CONFERENCE ROOM 2  
(THE NEWLEASE ROOM),  
PUBLIC SERVICE PLAZA,  
HAVANT  
PO9 2AX**

Telephone enquiries to John Haskell, Clerk to the Joint Committee  
023 9283 4913

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(NB This Agenda should be retained for future reference with the Minutes of this meeting.  
The agenda, minutes and non-exempt reports are available to view on-line at [www.portchestercrematorium.org](http://www.portchestercrematorium.org))

**Membership of the Joint Committee - 2012/13:**

**Gosport Borough Council**

Councillor Peter Edgar (Chairman)  
Councillor Dennis Wright

**Havant Borough Council**

Councillor Dave Collins  
Councillor Yvonne Weeks

**Fareham Borough Council**

Councillor Keith Evans  
Councillor Leslie Keeble

**Portsmouth City Council**

Councillor Hugh Mason (V/chairman)  
Councillor Jason Fazackarley

**A G E N D A**

- 1 Declarations of Members' Interests**
- 2 Portsmouth City Council – change of member representative**

To note a change of Portsmouth City Council representative with the appointment of Councillor Jason Fazackarley replacing Councillor Aiden Gray.

**3 Apologies for Absence**

**4 Minutes of the Meeting held on 24 September 2012**

... Attached

**5 Matters Arising from the Minutes not specifically referred to on the Agenda**

**6 Clerk's Items**

The Clerk to the Joint Committee will report on any matters requiring attention.

**7 Finance Strategy and Budget for 2013/14**

The Finance Strategy was last approved by Members in December 2011, setting out the principles on which the strategy has been compiled, together with risks and other aspects of the financial management framework that the Crematorium operates in.

... The attached report from the Treasurer encloses an updated Finance Strategy which provides added assurance to the Joint Committee and to the constituent authorities that sound and effective arrangements are in place to manage the Crematorium's finances.

**RECOMMENDED (1) that the Finance Strategy 2013/14, attached as Appendix A to the report, be approved;**

**(2) that the Finance Strategy 2013/14 be sent to the four constituent authorities to note for their information.**

**8 Revenue Budget 2013/14**

... The purpose of the attached report from the Treasurer is to set out the revenue budget and repairs and renewals programme for 2012/13 and 2013/14, together with a review of fees and charges. The revised capital works programme for 2012/13 and future years has also been included for consideration at Appendix E to the report.

**RECOMMENDED (a) That expenditure of £71,500 in 2013/14 to be financed from the repairs and renewals fund as detailed in Appendix D to the report be approved;**

**(b) That the proposed charges as set out in Appendices B and C to the report be approved from 1 April 2013;**

**(c) That the estimates as set out in Appendix A to the report be approved subject to the Joint Committee's decisions in respect of recommendations a & b above;**

(d) That members give consideration to the revised capital works programme for 2012/13 and future years, as set out in Appendix E to the report.

**9 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report**

... The report of the Engineer and Surveyor, dealing with progress being made on the planned maintenance programme, is attached.

**RECOMMENDED that the Joint Committee notes the contents of the report.**

**10 Manager and Registrar's Report**

... (a) *General Report attached*

(b) *Any other items of topical interest*

**11 Horticultural Consultant's Report**

... A report from the Horticultural Consultant on grounds maintenance generally is attached.

**RECOMMENDED that the report be received and noted.**

**12 Crematorium Mercury Abatement Project**

The Engineer and Surveyor will provide an update on the extensive programme of specialist work for this project, completed in late summer 2012.

**RECOMMENDED that the Joint Committee receives and notes the report.**

**13 Date of Next Meeting**

**To note that the next meeting will be held on Monday 11 March 2013 at 2pm in the Civic Offices, Portsmouth.**

JH/me  
28 November 2012  
1061210a