

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MINUTES OF THE MEETING of the Joint Committee held in Conference Room 2, Public Services Plaza, Havant on Monday 10 December 2012 at 2.00 pm.

Present

Fareham Borough Council

Councillor Keith Evans
Councillor Leslie Keeble

Gosport Borough Council

Councillor Peter Edgar (in the Chair)
Councillor Dennis Wright

Havant Borough Council

Councillor David Collins
Councillor Yvonne Weeks

Portsmouth City Council

Councillor Jason Fazackarley
Councillor Hugh Mason

491 Declarations of Members' Interests (AI 1) - None

492 Portsmouth City Council – change of member representative (AI 2)

RESOLVED that it be noted that Councillor Jason Fazackarley has been appointed to replace Councillor Aiden Gray.

493 Apologies for Absence (AI 3) – None.

494 Minutes of the Meeting held on 24 September 2012 (AI 4)

RESOLVED that the minutes of the meeting held on the 24 September 2012 be signed as a correct record.

495 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 5) - None

496 Clerk's Items (AI 6) – Fareham BC Scrutiny Board Presentation

The Clerk reported that together with the Manager and Registrar they had recently given a presentation to Fareham Borough Council's Scrutiny Board on the role and responsibilities of the Joint Committee and the management and operation of the Crematorium.

The presentation had given the opportunity also of explaining the Joint Committee's main aims, objectives and policies together with current developments, which included the mercury abatement project and the extensive programme of specialist work that had been undertaken to complete the project in late summer 2012.

The Scrutiny Board had also been advised of other key achievements and future challenges and opportunities including the future opening of a new private crematorium on the East Hants/Havant border.

The Clerk told members the presentation had been well received and that he and the Manager and Registrar would be happy to make similar presentations to the appropriate scrutiny boards/panels of the other three authorities.

Members of the Joint Committee supported this suggestion.

RESOLVED that the Clerk be asked to write to Gosport, Havant and Portsmouth local authorities offering presentations to their relevant scrutiny boards/panels on the management and operation of the Crematorium and the Joint Committee's responsibilities, objectives and policies, and its achievements, future challenges and opportunities.

497 Finance Strategy and Budget for 2013/14 (AI 7)

(TAKE IN REPORT OF THE TREASURER)

RESOLVED (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.

498 Revenue Budget 2013/14 (AI 8)

(TAKE IN REPORT OF THE TREASURER)

RESOLVED (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;

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

499 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report (AI 9)

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

The Engineer and Surveyor advised that in respect of works reference 2.12.01 (Mercury Abatement EPA Phase 2) the progress stage should be amended from 'on site' to 'work substantially complete'.

In response to a question it was confirmed that the revised (and increased) budget in respect of refurbishment of the Book of Remembrance Room was because of a change in the scope of the works, as previously agreed by the Committee.

RESOLVED that the contents of the report be noted.

500 Manager and Registrar's Report (AI 10)

(a) General Statistical Report

(TAKE IN REPORT OF THE MANAGER AND REGISTRAR)

In response to questions from members, the Manager and Registrar advised that it was likely that Portchester would again deal with close to 4,000 cremations during the current calendar year.

RESOLVED that the report be received and noted.

(b) Any other items of topical interest

(Terry Garvey, the Engineer and Surveyor, declared an interest in this item and left the room during its consideration)

The Manager and Registrar reported receipt of a letter from the Institute of Cemeteries and Cremation Management (ICCM) in respect of the 'not for profit' metals recycling scheme whereby monies raised were distributed periodically to appropriate charities. This letter sought the Joint Committee's nomination of any locally based 'death related charity' that could benefit from the current financial distribution round.

In response to questions the Manager and Registrar explained the operation of the scheme, and after consideration members –

RESOLVED that on this occasion CRUSE Bereavement Care – South Hampshire Branch be nominated by the Joint Committee as a locally based charity to receive support from the current financial distribution round.

501 Horticultural Consultant's Report (AI 11)

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

RESOLVED that the report be received and approved.

502 Crematorium Mercury Abatement Project – Report by Engineer and Surveyor (AI 12)

The Engineer and Surveyor reported that a meeting of the Project Board had taken place immediately prior to the Joint Committee meeting.

The Engineer and Surveyor explained that all works were substantially complete and the Board was now dealing with a few outstanding matters. All 6 cremators had been operating since late summer 2012 with 100% mercury abatement, well ahead of programme.

Mention was made that CAMEO (Crematoria Abatement of Mercury Emissions Organisation) operating a burden sharing scheme would be undertaking a pilot trading process in 2013 and actual trading from 2014 onwards. Under this scheme those crematoria that had carried out abatement would receive payments, financed by those crematoria that had decided not to abatement.

As part of their licence to operate all crematoria were required to have in place 'burden sharing', either through CAMEO (of which Portchester is a member) or by private arrangement between individual crematoria.

The meeting was reminded that the Joint Committee had first approved the project in September 2008 and at that time appointed Councillor Hugh Mason as chairman of the Project Board; a role to which he had been re-elected annually.

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

(2) that the congratulations of the Joint Committee be extended to Councillor Hugh Mason as Chairman of the Project Board and all the officers and consultants involved in taking the project forward to a successful conclusion.

503 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 11 March 2013 in Portsmouth.

The meeting concluded at 2.35pm

Chairman

JH/me
12 December 2012
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