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# NOTICE OF MEETING

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**PORTCHESTER CREMATORIUM JOINT COMMITTEE**

**MONDAY, 18 MARCH 2024 AT 2.00 PM**

**COLLINGWOOD ROOM, CIVIC OFFICES, CIVIC WAY,  
FAREHAM PO14 9SA**

Telephone enquiries to John Haskell, Clerk to the Joint Committee  
023 9222 0839

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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**

### **Gosport Borough Council**

*Councillor June Cully  
Councillor Alan Scard*

### **Havant Borough Council**

*Councillor Lulu Bowerman  
(Chairman)  
Councillor Liz Fairhurst*

### **Fareham Borough Council**

*Councillor Joanne Burton  
Councillor Susan Walker*

### **Portsmouth City Council**

*Councillor Lee Hunt  
Councillor Hugh Mason*

## AGENDA

### **Welcome and Introductions**

**1 Apologies for Absence**

**2 Declarations of Members' Interests**

**3 Minutes of the Meeting held on 11 December 2023 (Pages 5 - 10)**  
Attached.

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

**5 Clerk's Items**

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

a) Portchester Crematorium Future Improvements Proposals - Further to minute 1014, the officers will update members on the current situation.

b) Any other items.

**6 Replacement of Cremators - Update Report (Pages 11 - 14)**

The purpose of the attached report from the Property Manager is to inform members on progress with the project to replace the existing cremators at Portchester Crematorium.

**RECOMMENDED that the Joint Committee notes the progress report for the period December - February 2024.**

**7 Manager and Registrar's Report (Pages 15 - 16)**

***(a) General Statistical Report attached for December – February 2024***

***(b) Any other items of topical interest***

**8 Building Repairs and Renewal Programme (Pages 17 - 18)**

Report from the Property Manager attached.

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

**9 Crematorium Grounds - General Update (Pages 19 - 20)**

A report on Crematorium grounds maintenance generally is attached.

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

**10 Date of Next Meeting - 2pm on Monday 24 June 2024 at Portchester Crematorium**