



Portsmouth
CITY COUNCIL

NOTICE OF MEETING

**PORTCHESTER CREMATORIUM JOINT
COMMITTEE**

MONDAY 24 SEPTEMBER 2007 AT 2.00 PM

**COMMITTEE ROOM 1,
CIVIC OFFICES, HAVANT**

Telephone enquiries to John Haskell, Clerk to the Joint Committee
023 9283 4055

(NB This Agenda should be retained for future reference with the Minutes of this meeting.)

Membership of the Joint Committee - 2007/08:

Gosport Borough Council

Councillor Peter Edgar
Councillor John Train
(Vice Chairman)

Havant Borough Council

Councillor Anthony Briggs
(Chairman)
Councillor Dave Collins

Fareham Borough Council

Councillor Brian Bayford
Councillor Mrs Connie Hockley

Portsmouth City Council

Councillor Jason Fazackarley
Councillor Paula Riches

AGENDA

- 1 Declarations of Members' Interests**
- 2 Apologies for Absence**
- 3 Minutes of the Meeting held on 25 June 2007**
- ... 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.

6 Appointment of Deputy Medical Referees

Further to Minute 204/07, the Clerk to the Joint Committee will report that following advertisement and informal interviews, Dr David G Atchison and Dr Kathleen Primrose have been appointed as deputy medical referees. Their appointment has been confirmed by the Ministry of Justice, which is now responsible for these appointments.

7 Report to Those Charged with Governance 2006/07

... A report dated 11 September 2007 from Mazars, the Auditors to the Joint Committee, is attached. The report will be introduced by the Treasurer to the Joint Committee.

RECOMMENDED that the report be received

8 External Audit Plan 2007/08

... The purpose of the attached document dated 11 September 2007 from Mazars is to bring to members' attention the proposed external audit and inspection plan for 2007/8. At the previous meeting members considered a similar report, in respect of the 2006/07 audit.

The Treasurer to the Joint Committee will report.

RECOMMENDED that the Joint Committee note and approve the contents of the Annual Audit and Inspection Plan for 2007/08.

9 Engineer and Surveyor's Report

... The report of the Engineer and Surveyor, in respect of the following, is attached –

(a) Planned Maintenance Programme - Progress Report

(b) Hearth/Arch Relining

RECOMMENDED that the Joint Committee note 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

... To receive the attached report from the Horticultural Consultant.

RECOMMENDED that the Joint Committee note the contents of the report.

12 Recent Government Consultation Papers on Proposed Legislative Changes

... To keep members informed on current issues the Clerk to the Joint Committee will report on the following papers that have recently been issued by the Government for consultation –

- (a) Consolidation and Modernisation of the Cremation Regulations
- (b) Improving the Process of Death Certification

The consultation papers are in themselves extensive documents. To assist therefore the executive summary from each paper is attached for information. The full papers can be viewed on line at www.justice.gov.uk/index.htm and www.dh.gov.uk/consultations. The consultation period in respect of each paper concludes towards the end of October 2007.

RECOMMENDED that the Joint Committee notes the publication of these consultation papers and considers whether there are any comments it would wish to submit.

13 Date of next Meeting

To note that the next meeting will be held on Monday 3 December 2007 at 2pm in Civic Offices, Portsmouth.

JH/DMF
14 September 2007
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