

## **PORTCHESTER CREMATORIUM JOINT COMMITTEE**

MINUTES OF THE MEETING of the Joint Committee held in the Town Hall, Gosport on Monday 23 June 2008 at 2.00 pm.

### **Present**

#### **Fareham Borough Council**

Councillors Brian Bayford  
Mrs Connie Hockley

#### **Gosport Borough Council**

Councillor Dennis Wright

#### **Portsmouth City Council**

Councillor Hugh Mason

#### **Havant Borough Council**

Apologies submitted

### **Apologies for Absence (AI 4)**

Councillors Anthony Briggs and Dave Collins (Havant Borough Council), Councillor Peter Edgar (Gosport Borough Council) and Councillor Jason Fazackarley (Portsmouth City Council) and Roger Young (Horticultural Consultant).

### **243 Appointment of Chairman (AI 1)**

**RESOLVED that Councillor Dennis Wright, Gosport Borough Council, be appointed as Chairman for the municipal year 2008/09.**

(Councillor Dennis Wright in the Chair)

### **244 Appointment of Vice Chairman (AI 2)**

**RESOLVED that Councillor Hugh Mason, Portsmouth City Council, be appointed as Vice Chairman for the municipal year 2008/09.**

### **245 Declaration of Members' Interests (AI 3) – None**

### **246 Minutes of the Meeting held on 3 March 2008 (AI 5)**

**RESOLVED that the minutes of the meeting held on the 3 March 2008 be agreed and signed as a correct record.**

**247 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 6) – None**

**248 Clerk's Items (AI 7)**

The Clerk introduced Stephen Kerr, Deputy Clerk, who was attending his first meeting of the Joint Committee following his appointment.

The Clerk also circulated to those Members present a copy of the Summer issue of Resurgam.

The Clerk also advised Members that Mr Roger Young, the Horticultural Consultant, was at present recovering in hospital following illness. Members of the Committee and officers joined in wishing Roger a speedy recovery.

**249 Annual Statement of Accounts 2007/08 (AI 8)**

(TAKE IN REPORT OF THE TREASURER)

In presenting his report the Treasurer drew particular attention to page 6 (paragraph 5) and explained that it was necessary for the last sentence of that paragraph to be deleted.

In considering the report, and in response to questions from Members, the Treasurer explained the way in which the Joint Committee's investments were managed.

**RESOLVED that the statement of accounts for 2007/08 be approved prior to submission to the Joint Committee's external auditors.**

**250 Actual Revenue Expenditure 2007/08 (AI 9)**

(TAKE IN REPORT OF THE TREASURER)

Members noted that in paragraph 12 of the report there was a typographical error in that the total chargeable cremations were 24 more (not less) than estimated. In presenting the report, the Treasurer also amplified detail relating to the capital works fund.

**RESOLVED that the contents of the report be noted.**

**251 Engineer and Surveyor's Report (AI 10)**

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

The Joint Committee considered the report and recommendations of the Engineer and Surveyor in respect of the following matters:-

**(a) Planned Maintenance Programme – Progress Report**

**RESOLVED that the contents of the report be noted.**

**(b) Installation of Mercury Abatement Plant**

In presenting this report the Engineer and Surveyor noted that the proposed date for completion of the works at Portchester was 2010 and referred to the concern by CAMEO that specialist contractors may not be able to meet the demand from Crematoria within the 2012 timescale set by the Government.

Mention was also made of the expressions of interest that had been received from specialist companies for this work, following advertisement. The Engineer and Surveyor also referred to informal consultation that had taken place with Fareham Borough Council's Planning Department in preparation for the submission of a planning application in respect of the building extension that would be required.

**RESOLVED (1) that the report be noted;**

**(2) that approval be given for the submission of a planning application for the extension of the crematorium to accommodate the provision of the mercury abatement equipment.**

**252 Manager and Registrar's Report (AI 11)**

**(a) General Report**

(TAKE IN REPORT)

**RESOLVED that the statistical information submitted by the Manager and Registrar be noted.**

**(b) Any Other Items of Topical Interest**

Arising out of the general report, and in response to a question from Members, the Manager and Registrar confirmed that the Crematorium had sufficient capacity to deal with any increase in cremations that may be required.

**253 Provision of Internet Broadcasting of Services (AI 12)**

(TAKE IN REPORT BY THE CLERK TO THE JOINT COMMITTEE AND THE MANAGER AND REGISTRAR)

**RESOLVED that the Manager and Registrar, in consultation with the Clerk and the Treasurer, be authorised to investigate the provision of the Internet broadcasting of services and to report back to a future meeting on ways and means by which this can be achieved.**

**253 Horticultural Consultant's Report (AI 13)**

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

The Clerk to the Joint Committee reported that during the hospitalisation and absence of Roger Young, the Horticultural Consultant, his work was being covered by a colleague and the report submitted had been prepared on that basis. The report updated the Committee on landscaping and other horticultural work at the crematorium.

**RESOLVED that the report be noted.**

**254 Dates of Future Meetings**

**RESOLVED that the Joint Committee meets at 2 pm on a rotating basis on the following dates in 2008/09 at the following venues –**

**Monday 29 September 2008 – Havant**

**Monday 1 December 2008 –Portsmouth**

**Monday 2 March 2009 – Fareham**

**Monday 22 June 2009 – Gosport**

The meeting concluded at 2.25 pm

Chairman