



Portsmouth
CITY COUNCIL

NOTICE OF MEETING

**PORTCHESTER CREMATORIUM
JOINT COMMITTEE**

MONDAY 7 MARCH 2011 AT 2.00 PM

**COLLINGWOOD ROOM,
FLOOR 8, CIVIC OFFICES,
FAREHAM**

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

(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)

Membership of the Joint Committee - 2010/11:

Gosport Borough Council

Councillor Peter Edgar
Councillor Dennis Wright

Havant Borough Council

Councillor Dave Collins
Councillor David Gillett

Fareham Borough Council

Councillor Mrs Connie Hockley
Councillor Keith Evans

Portsmouth City Council

Councillor Hugh Mason
Councillor Eleanor Scott

AGENDA

- 1 Declarations of Members' Interests**
- 2 Apologies for Absence**
- 3 Minutes of the Meeting held on 24 January 2011**
- ... 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 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.

7 Horticultural Consultant's Report

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

RECOMMENDED that the report be received and noted.

8 Manager and Registrar's Report

... (a) *General Report attached*

(b) *Any other items of topical interest*

9 Crematorium Mercury Abatement Project – Project Review Board Report

The purpose of the report to be circulated will be to provide an update on progress of the project following the tendering process and the Joint Committee's decision to appoint Facultatieve Technologies (FT) for the supply and installation works in respect of both the mercury abatement project and on-going maintenance.

The Project Board will be meeting again prior to the meeting of the Joint Committee and the report will be updated as necessary.

RECOMMENDED that the Joint Committee receives and notes the report.

10 Portchester Crematorium Joint Committee – Post of Deputy Treasurer (Exempt Item)

Before considering this item the Joint Committee will be asked to pass the following resolution –

RECOMMENDED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of 'exempt information' within paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

The attached report by the Treasurer in consultation with the Clerk advises the Joint Committee of the impending retirement on 31 March 2011 of Alan Lerner, currently Deputy Treasurer. The report makes a recommendation for the appointment of a replacement, together with transitional arrangements for the completion of financial statements.

RECOMMENDED that the recommendations set out in the attached report be approved.

11 Date of Next Meeting

To note that the next meeting will be held on Monday 20 June 2011 at 2pm in the Town Hall, Gosport.

JH/me
24 February 2011
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