

## **PORTCHESTER CREMATORIUM JOINT COMMITTEE**

MINUTES OF THE MEETING of the Joint Committee held in the Civic Offices, Fareham on Monday 7 March 2011 at 2.00 pm.

### **Present**

#### **Fareham Borough Council**

Councillor Keith Evans

#### **Gosport Borough Council**

Councillor Peter Edgar  
Councillor Dennis Wright

#### **Havant Borough Council**

Councillor Dave Collins (Vice Chairman)

#### **Portsmouth City Council**

Councillor Hugh Mason

### **Apologies for Absence (AI 2)**

Councillors Connie Hockley (Fareham BC), Eleanor Scott (Portsmouth CC), and David Gillett (Havant BC), all engaged on other council business.

In Councillor Connie Hockley's absence the meeting was chaired by the vice chairman, Councillor Dave Collins.

### **400 Declarations of Members' Interests (AI 1)**

None.

### **401 Minutes of the Meeting held on 24 January 2011 (AI 3)**

**RESOLVED** that the minutes of the meeting held on 24 January 2011 be agreed and signed as a correct record.

### **402 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 4)**

None

### **403 Clerk's Items (AI 5)**

None.

**404 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report (AI 6)**

(TAKE IN REPORT OF THE ENGINEER & SURVEYOR)

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

**405 Horticultural Consultant's Report (AI 7)**

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

In presenting his report, the Horticultural Consultant advised that he was arranging for the tree sculptures to be treated with wood preservative and varnish.

**RESOLVED that the report be received and noted with thanks.**

**406 Manager and Registrar's Report (AI 8)**

**(a) General Report**

(TAKE IN REPORT OF THE MANAGER & REGISTRAR)

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

**(b) Any other items of topical interest – None**

**407 Crematorium Mercury Abatement Project - Project Review Board Report (AI 9)**

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

Arising from the report members were advised that a further meeting of the Project Board had taken place prior to the meeting of the Joint Committee. The current programme now indicated likely completion of the project in September 2012.

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

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

Before considering this item the Joint Committee -

**RESOLVED 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.**

(TAKE IN REPORT OF THE TREASURER AND THE CLERK)

Consideration was given to the report by the Treasurer in consultation with the Clerk which advised the Joint Committee of the impending retirement on 31 March 2011 of Alan Larner, currently Deputy Treasurer. The report made a recommendation for the appointment of Kate Busby as Deputy, together with proposed transitional arrangements for the completion of financial statements. Both Alan and Kate were present at the meeting.

The Vice-Chairman led members in paying tribute to the valuable service that had been given by Alan over so many years and he was wished a long and happy retirement.

**RESOLVED (1) That the retirement of Alan Larner, Deputy Treasurer be noted, and the thanks of members be placed on record for his contribution over so many years to the work of the Joint Committee;**

**(2) That the Treasurer's recommendation be accepted and Kate Busby, a member of Fareham BC's Finance Team, be appointed Deputy Treasurer to the Joint Committee with effect from 1 April 2011;**

**(3) That the transitional arrangements outlined in paragraph 5 of the report be put in place for the period to the end of June 2011, to enable the financial statements to be completed.**

#### **409 Date of Next Meeting (AI 11)**

**RESOLVED that it be noted that the next meeting will be held on Monday 20 June 2011 at 2.00 pm in the Town Hall, Gosport.**

The meeting concluded at 2.25 pm

Chairman

JH/me  
7 March 2011  
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