

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MINUTES OF THE MEETING of the Joint Committee held in the Civic Offices, Portsmouth on Monday 12 December 2011 at 2.00 pm.

Present

Fareham Borough Council

Councillor Keith Evans

Gosport Borough Council

Councillor Dennis Wright

Havant Borough Council

Councillor David Collins (Chairman)
Councillor Leah Turner

Portsmouth City Council

Councillor Hugh Mason
Councillor Lynne Stagg

Apologies for Absence (AI 2)

Councillor Peter Edgar (Gosport BC) engaged on other council business, and
Councillor Leslie Keeble (Fareham BC)

441 Declarations of Members' Interests (AI 1) – None.

442 Minutes of the Meeting held on 19 September 2011 (AI 3)

RESOLVED that the minutes of the meeting held on the 19 September 2011 be signed as a correct record.

443 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 4)

(a) Minute 438 – Retirement of Dr Denis Hilton, Medical Referee

The Clerk reported receipt of a letter from Dr Denis Hilton in which he expressed his sincere thanks for the presentation to him of the certificate recording the Joint Committee's appreciation for his long and distinguished service spanning more than 42 years as medical referee.

444 Clerk's Items (AI 5)

(a) Proposed Crematorium at Bartons Road, Havant

The Clerk referred to Minute 429 regarding the proposal that had been formulated by Southern Co-operatives to build a crematorium off Bartons Road, Havant, although the site identified was within the East Hampshire District Council area.

As requested by the Joint Committee, the Clerk wrote to each of the four constituent authorities. A similar letter was sent to The News and a news article was published explaining that Portchester Crematorium was not 'under strain'; had sufficient spare capacity and was capable of dealing in a short time scale with funeral requests.

A planning application with full supporting documentation had now been submitted to East Hants DC and was likely to be considered by its Planning Committee in mid January 2012.

RESOLVED that the current situation be noted.

445 Energy Generation (AI 6)

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

RESOLVED (1) That this matter be investigated further and a figure of £10,000 (excluding VAT) be approved for the 2012/13 budget to enable the engagement of a specialist consultant.

(2) That the engagement of a specialist consultant be deferred until the mercury abatement works are at an appropriate stage, in order not to detract from this project.

446 Finance Strategy and Budget for 2012/13 (AI 7)

(TAKE IN REPORT OF THE TREASURER)

RESOLVED (1) that the Finance Strategy 2012/13, attached as Appendix A to the report, be approved;

(2) that the Finance Strategy 2012/13 be sent to the four constituent authorities to note for their information.

447 Revenue Budget 2012/13 (AI 8)

(TAKE IN REPORT OF THE TREASURER)

RESOLVED (a) That expenditure of £84,000 in 2012/13 to be financed from the repairs and renewals fund as detailed in Appendix D to the report be approved;

(b) That the proposed charges as set out in Appendices B and C to the report be approved from 1 April 2012;

(c) That the estimates as set out in Appendix A to the report be approved;

(d) That the revised capital works programme for 2011/12 and future years, as set out in Appendix E to the report, be approved.

448 Auditor's Report on the 2010/11 Accounts (AI 9)

The Treasurer reported that an 'unqualified opinion' had now been received from the external auditor in respect of the audit of the 2010/11 Annual Financial Return, and there were no matters that were required to be drawn to the Joint Committee's attention.

The auditor's opinion and a notice confirming completion of the audit would now be published on the Joint Committee's web site.

RESOLVED that receipt of the external auditor's opinion be noted.

449 Appointment of Medical Referee and Deputy Medical Referee (AI 10)

The Clerk reported that interviews were undertaken recently of a 'short list' from those that had applied to be considered. As a result the interviewing panel had made a nomination for appointment to the Ministry of Justice, and it was hoped the Secretary of State's formal approval should be given shortly.

RESOLVED (1) that the formal appointment of Dr David G Atchison as Medical Referee to Portchester Crematorium be noted with pleasure;

(2) that the current situation in respect of the appointment of a further deputy medical referee be noted.

450 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report (AI 11)

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

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

451 Manager and Registrar's Report (AI 12)

(a) General Report

(TAKE IN REPORT OF THE MANAGER AND REGISTRAR)

RESOLVED that the report be received and noted.

(b) Any other items of topical interest - None

452 Horticultural Consultant's Report (AI 13)

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

RESOLVED that the report be received and approved.

**453 Crematorium Mercury Abatement Project –
Project Review Board Report (AI 14)**

(TAKE IN REPORT OF PROJECT BOARD)

The Engineer and Surveyor updated members and made specific reference to the installation of half hour electricity metering equipment that was now required, and an impending change of electricity supplier from British Gas to EDF under the terms of an agreement arranged by Fareham BC. Officers were currently seeking to confirm key dates in respect of installation of the equipment and a supplier change over date. These elements had now been added to the risk register and mitigating measures identified.

RESOLVED that the report be received and noted.

454 Date of Next Meeting (AI 15)

RESOLVED that it be noted that the next meeting will be held on Monday 5 March 2012 at 2.30pm (not 2pm as previously proposed) in the Civic Offices, Fareham.

The meeting concluded at 2.35 pm.

Chairman

JH/me
12 December 2011
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