



NOTICE OF MEETING

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MONDAY, 20 SEPTEMBER 2021 AT 2.00 PM

NORTH CHAPEL, PORTCHESTER CREMATORIUM

Telephone enquiries to John Haskell, Clerk to the Joint Committee
023 9222 0839

(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)

Information with regard to public access due to Covid precautions

- Attendees are encouraged to undertake a lateral flow test before attending.
- Attendees are requested to wear a face covering while moving around the Chapel.
- Although no longer a requirement attendees may choose to keep social distance, and take opportunities to prevent the spread of infection.
- Hand sanitiser is provided at the Chapel entrance.

Membership of the Joint Committee - 2021/22

Gosport Borough Council

Councillor Kathleen Jones
Councillor Alan Scard

Havant Borough Council

Councillor Lulu Bowerman
Councillor Tim Pike

Fareham Borough Council

Councillor Ian Bastable
Councillor Simon Martin

Portsmouth City Council

Councillor Dave Ashmore
Councillor Hugh Mason

AGENDA

Welcome and Introductions

1 Apologies for Absence

2 Appointment of Chairman

It is the policy of the Joint Committee to adopt a rotating basis for the appointment of chairman and vice chairman. The Chairman for the 2021/22 municipal year should therefore be appointed from one of Portsmouth's representatives.

3 Appointment of Vice-Chairman

The Vice-Chairman should be appointed from one of Fareham's representatives as it will be Fareham's turn to act as Chairman for the 2022/23 municipal year.

4 Declarations of Members' Interests

5 Minutes of the Meeting held on 21 June 2021 (Pages 5 - 8)

Attached

6 Matters Arising from the Minutes not specifically referred to on the Agenda

7 Clerk's Items

The Clerk to the Joint Committee will report on any matters requiring attention.

(a) Competition and Market Authority Funerals Order 2021 – Update

8 Coronavirus Covid-19 Response – Update (Pages 9 - 10)

The purpose of the attached report from the Clerk and the Manager & Registrar is to update members on the current situation now that most legal restrictions to control Covid-19 have been lifted, and the way in which Portchester Crematorium has responded.

RECOMMENDED that the current arrangements and action taken be noted.

9 Manager and Registrar's Report (Pages 11 - 12)

(a) General Statistical Report attached for June - August 2021

(b) Any other items of topical interest

10 Building Repairs and Renewal Programme (Pages 13 - 14)

Report from the Property Manager attached.

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

11 Water Fountain – Proposed Feasibility Study (Pages 15 - 18)

The purpose of the attached report from the Property Manager is to explain that officers have looked further at the water feature; the requirement to provide an improved solution and the need to examine options generally and for this area in particular.

RECOMMENDED that the proposal to examine options to update and improve facilities at the crematorium, as outlined in paragraph 6 of the report be approved, with the cost for the initial feasibility design works of £7,500 being funded from the Repairs and Renewals Programme for 2021/22, and that in due course a further report on the outcome be considered by the Joint Committee.

12 Horticultural Consultant's Report (Pages 19 - 24)

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

RECOMMENDED that the report be received and noted.

13 Date of Next Meeting – Monday 13 December 2021

The next meeting of the Joint Committee will be at 2pm on Monday 13 December at Portchester Crematorium, and items to be considered will include the Finance Strategy and Budget for 2022/23 and a Report on the Revenue Budget for 2022/23