



NOTICE OF MEETING

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MONDAY, 20 MARCH 2023 AT 2.00 PM

**NORTH CHAPEL - PORTCHESTER CREMATORIUM, PO16
8NE**

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)

Membership of the Joint Committee - 2022/23:

Gosport Borough Council

Councillor Alan Durrant
Councillor Alan Scard

Fareham Borough Council

Councillor Joanne Burton
(Chairman)
Councillor Susan Walker

Havant Borough Council

Councillor Lulu Bowerman
Councillor Tim Pike

Portsmouth City Council

Councillor Lee Hunt
Councillor Steve Pitt

AGENDA

Welcome and Introductions

1 Apologies for Absence

2 Declarations of Members' Interests

3 Minutes of the Meeting held on 12 December 2022 (Pages 5 - 8) 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.

(a) Recycling of Metals Charitable Scheme - Update

6 Capital Programme Addition 2022/23 and 2023/24 (Pages 9 - 10)

The purpose of the attached report from the Treasurer is to recommend an addition to the approved capital programme to meet the cost of essential works that were found necessary during a recent full service of the cremators.

RECOMMENDED that the rebrick of cremators is added to the capital works programme as detailed in Appendix A to the report, and the revised programme be approved.

7 Obitus Optional Charges 2023/24 (Pages 11 - 14)

The purpose of the attached report from the Treasurer is to set out for approval the pricing for optional products available from Obitus for web casting and tribute services.

RECOMMENDED that the proposed optional charges as set out in Appendix A to the report be approved from 1 April 2023.

8 Manager and Registrar's Report (Pages 15 - 16)

(a) General Statistical Report attached for December - February 2023

(a) Any other items of topical interest

9 Building Repairs and Renewal Programme (Pages 17 - 18)

Report from the Property Manager attached

RECOMMENDED that the contents of the report be noted and approved.

10 Horticultural Consultant's Report (Pages 19 - 20)

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

RECOMMENDED that the content of the report be noted

11 Development Management Plan 2023 - 2028 (Pages 21 - 46)

The purpose of the attached report from the Clerk is to submit for the Joint Committee's approval the Development Management Plan for the period 2023 -2028.

This Plan reviews and revisits the previous Development Plan approved in March 2021. The Joint Committee has previously agreed the Plan should be reviewed at 2 yearly intervals.

RECOMMENDED

(1) that the Portchester Crematorium Joint Committee Development Management Plan 2023 - 2028 be approved and adopted.

(2) that the Development Management Plan be next reviewed in 2 years' time.

12 Portchester Crematorium Replacement Cremators Programme (Pages 47 - 50)

Before considering this item the Joint Committee will be asked to consider passing the following –

RECOMMENDED that under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting during consideration of the Appendix to the report because it contains 'exempt information' as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

The purpose of the attached report by the Property Manager is to update members of the results of the further work undertaken by the Joint Committee's consultants into the replacement of the cremators at Portchester Crematorium and make recommendations for the procurement strategy.

An appendix to the report, containing exempt information, will be circulated separately.

RECOMMENDED that the Joint Committee agrees the procurement strategy for the provision of new cremators as set out within the Exempt Appendix A.

13 Date of Next Meeting – Monday 26 June 2023

The next meeting of the Joint Committee will be at 2pm on Monday 26 June 2023 at Portchester Crematorium