

DURHAM COUNTY COUNCIL

CENTRAL DURHAM CREMATORIUM JOINT COMMITTEE

At a Meeting of **Central Durham Crematorium Joint Committee** held in the **Council Chamber, Spennymoor Town Hall** on **Wednesday 29 June 2022** at **2.00 pm**

Present:

Durham County Council:

Councillors J Blakey, D Brown, J Chaplow, S Quinn, K Robson, M Stead and C Varty

Spennymoor Town Council:

Town Councillors N Foster, C Maddison and D Ranyard

1 Membership of the Joint Committee

Resolved:

That the membership of the Central Durham Crematorium Joint Committee be noted:

Durham County Council: J Blakey, D Brown, J Chaplow, J Cosslett, K Fantarrow, S Quinn, K Robson, A Simpson, M Stead, A Surtees, C Varty and M Wilson

Spennymoor Town Council: N Foster, C Maddison and D Ranyard.

2 Appointment of Chair

Nominations were sought for the Chair of the Joint Committee for the ensuing year noting that, wherever possible, the Chair and Vice-Chair alternated between the two constituent Authorities, with Durham County Council having held the Chair previously.

Town Councillor N Foster was proposed for the position of Chair to the Joint Committee for the ensuing year. No further proposals were made.

Resolved:

That Town Councillor N Foster be appointed Chair of the Joint Committee for the ensuing year.

COUNCILLOR N Foster in the Chair

3 Appointment of Vice-Chair

The Chair sought nominations for Vice-Chair to the Joint Committee for the ensuing year. Councillor J Chaplow was proposed for the position of Vice-Chair to the Joint Committee for the ensuing year. No further proposals were made.

Resolved:

That County Councillor J Chaplow be appointed Vice-Chair of the Joint Committee for the ensuing year.

4 Apologies for Absence

There were no apologies for absence.

5 Substitute Members

There were no Substitute Members.

6 Minutes

The minutes of the meeting held on 28 April 2022 were confirmed as a correct record and signed by the Chair.

7 Declarations of Interest

There were no declarations of interest.

8 Changes to Constitution/Terms of Reference

The Joint Committee considered a report of the Clerk which provided details of a review of the Central Durham Crematorium Joint Committee's Constitution, in accordance with the Annual Governance Statement requirements (for copy see file of minutes).

The Solicitor advised that the review had not highlighted any requirements for change to the current constitution and therefore reaffirmed continuation of the existing Constitution and governance arrangements set out in Appendix 2 of the report.

Resolved:

That following a review in accordance with Annual Governance Statement requirements, the Constitution as set out in Appendix 2 of the report be reapproved.

9 2021/22 Annual Governance Statement

The Joint Committee considered a Joint Report of the Corporate Director of Neighbourhoods and Climate Change and the Corporate Director of Resources and Treasurer to the Joint Committee which provided details of the Annual Governance Statement (AGS) for the year April 2021 to March 2022 (for copy see file of minutes).

Resolved:

- (i) That the content of the 2021/22 Annual Governance Statement be noted.
- (ii) That the Chair and Treasurer approve and sign the 2021/22 Annual Governance Statement as part of the consideration of the Joint Committees Annual Governance and Accountability Return for the financial year ended 31 March 2022.

Town Councillor C Maddison entered the meeting at 2.08pm.

10 Revenue Outturn and Joint Committees Annual Return for the Financial Year Ended 31 March 2022

The Joint Committee considered a joint report of the Corporate Director of Neighbourhoods and Climate Change and the Corporate Director of Resources and Treasurer to the Joint Committee which sought approval of the Joint Committees Annual Return for Central Durham Crematorium Joint Committee for the financial year ended 31 March 2022. The report also included details of the final outturn position against the approved budgets for 2021/22 (for copy see file of minutes).

Resolved:

- (i) That the revenue outturn position as at 31 March 2022, including the year end position with regards to the reserves and balances of the Joint Committee be noted;
- (ii) That the Annual Governance Statement 2021/22 of the Joint Committees Annual Governance and Accountability Return for the financial year ended 31 March 2022 be approved;
- (iii) That the Accounting Statements 2021/22 of the Joint Committees Annual Governance and Accountability Return for the financial year ended 31 March 2022 be approved;
- (iv) That the Chair, Clerk and Treasurer sign the Joint Committees Annual Governance and Accountability Return for the financial year ended 31 March 2022.

11 Performance and Operational Report

The Joint Committee considered a report of the Bereavement Services Manager and Registrar which provided Members with an update relating to performance and other operational matters (for copy see file of minutes).

The Bereavement Services Manager and Registrar reported that there were 375 cremations undertaken during the period 1 April 2022 to 31 May 2022, compared to 287 in the comparable period last year, and increase of 88 cremations for the period. It was noted that 112 families were from Durham, 10 from Spennymoor and 253 families were from other areas.

The number and value of memorial plaques sold were 45 / £12,451 compared to 54 / £15,970 in the comparable period last year, a decrease of 9 memorials and £3,519 in income.

It was noted that the Institute of Cemetery and Crematorium Management (ICCM) Learning Convention and Exhibition was to be held from 26 to 28 September 2022. It was proposed that the Bereavement Services Manager and Register and the Chair attend the conference to represent the Central Durham Crematorium Joint Committee.

With reference to the Recycling of Metals Scheme, the Bereavement Services Manager and Registrar advised that extra funds from collections in 2021 had resulted in additional funds being made available with Daft as a Brush Cancer Patient Care being nominated to receive £12,000.

Responding to a query from Town Councillor D Ranyard, the Bereavement Services Manager and Registrar confirmed that he had received his nomination which would be considered in the next funding round.

Resolved:

That the current performance of the crematorium be noted.

12 Forward Plan 2022/23

The Joint Committee received a report of the Corporate Director of Resources which set out a suggested forward plan of meetings of the Joint Committee for the forthcoming year (for copy see file of minutes).

Councillor N Foster noted that the scheduled Joint Committee meeting in September would have to be rearranged to the 29 September 2022 due to the timing of the next ICCM conference. Details of the new date and time would be circulated to members once this had been confirmed.

Resolved:

That the content of the report and forward plan of meetings be noted.