

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Mansfield and District Crematorium Joint Committee** held in the Civic Suite, Castle House, Newark and Sherwood District Council on Monday, 17 September 2018 at 10.00 am.

PRESENT: Councillor R Sears-Piccavey (Chairman)

Councillor Mrs L Hurst, Councillor D Payne, Councillor M Barton,
Councillor A Tristram, Councillor T Hollis and Councillor H Smith

APOLOGIES FOR ABSENCE: Councillor Mrs M Dobson and Executive Mayor K Allsop

1723 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest.

1724 MINUTES OF THE PREVIOUS MEETING

The Joint Committee considered the minutes of the meeting held on 25 May 2018.

AGREED that the minutes of the meeting held on 25 May 2018 be approved as a correct record and signed by the Chairman.

1725 FINANCIAL MANAGEMENT REVIEW REPORT

The Joint Committee considered the Financial Management Review report for the period 1 April to 31 August 2018, detailing the income and expenditure incurred to 31 August 2018 and the variances expected at year end. The Treasurer highlighted variances due to employee expenses, premises related expenses and variances in supplies and services. Members noted that the forecasted surplus stood at £800, 308.

The Treasurer reported that the replacement of cremator abatement equipment had been deferred until the next financial year. It was acknowledged that this would impact on the ability to undertake abated cremations and as such CAMEO would have to be used in order to purchase additional tradable mercury abated cremations. However, it was proposed that the VAT liability in respect of the capital expenditure would be spread across the three constituent authorities, subject to their agreement, in the same ratio as income distribution and this would mean that Mansfield District Council would not exceed their VAT exemption limit. There would be no actual capital contribution required from the constituent authorities as the cost would be met in full from reserves. A leasing option could be considered rather than a capital purchase but in that event the Joint Committee would have to meet on-going revenue costs.

The Committee discussed the throughput of the crematorium from the respective constituent authority areas, and the impact of surrounding crematoria. There was general agreement that further branding and advertising could be considered to help improve income generation, and the Director and Registrar confirmed that she was working with Ashfield District Council's Commercialisation Team. A report would be

brought to the next meeting of the Joint Committee.

Members of the Joint Committee suggested working with funeral directors to encourage them to use the Crematorium, and ensuring that high standards at the Crematorium were maintained. It was suggested that the Crematorium might be featured in the NSDC publication 'The Voice' to increase awareness of the facility in the Newark and Sherwood area.

AGREED (unanimously) that

- i). The financial information provided in appendix 1 and table 3 be noted;
- ii) The revenue budget increase of £55,000 identified in 3.1.3 to be financed from General Reserves be approved; and
- iii) The capital budget increase of £5,135 identified in 3.2.5 be approved.

1726 ANY OTHER BUSINESS

The Christmas Service would be held at the Crematorium on Saturday 8 December, 2018.

1727 DATE OF NEXT MEETING

The next meeting would be held on Monday 10 December 2018, 10am, at the offices of Ashfield District Council.

Meeting closed at 10.32 am.

Chairman