

**THE BRETBY CREMATORIUM JOINT COMMITTEE**

Minutes of a Meeting of the Bretby Crematorium Joint Committee held at the Civic Offices, Swadlincote on Wednesday, 26 November 2003.

**PRESENT**

**for East Staffordshire Borough Council**

Councillor T M Dawn  
Councillor Mrs S J Gent  
Councillor C F Insley CBE  
Councillor Ms A White

**for South Derbyshire District Council**

Councillor W Dunn  
Councillor Mrs B Renwick  
Councillor R W Southern  
Councillor Mrs H K Wheeler (Chairman)

Mr C Ward (Clerk), Mr G Moss (Treasurer), Mr I Marriner (Environmental Health Manager), Mr N French (Crematorium Manager), Mr P G Davies (Committee Clerk), Mr C Dean (Scrutiny Lead Officer) and Ms J Lennon (Accountancy Assistant) were also present.

Ms R McGoldrick (Customer Services Officer – South Derbyshire District Council) was also present.

An apology for absence was received from Councillor Mrs E J Staples (Vice-Chairman).

**LOCAL GOVERNMENT AND HOUSING ACT 1989 –  
MEMBERSHIP OF JOINT COMMITTEE**

In accordance with the Local Government and Housing Act, 1989, the Clerk advised that there were no changes to the Members of the Joint Committee.

**MINUTES**

The Minutes of the Annual General Meeting held on 18 June 2003 were approved and signed as a correct record.

## **REPORT OF THE CREMATORIUM MANAGER**

(CM)

(a) **Statistics**

The Crematorium Manager submitted statistical information on the Crematorium since it came into operation. The Joint Committee noted that between the opening of the Crematorium on 15 March 1975 and 31 October 2003 there had been a total of 33,990 cremations.

The Joint Committee noted annual cremation figures for the last five years.

(b) **Survey Analysis**

The Joint Committee received, for information, survey analysis from the applicants for cremation (usually the main mourners).

(c) **Extension to the Anglesey Chapel and Car Park**

The Crematorium Manager reported that building works to extend the Anglesey Chapel and Car Park were on schedule and due for completion in December 2003.

(d) **Improved Access to the Book of Remembrance**

The Joint Committee noted that the Book of Remembrance could now be viewed over the Internet visiting the websites at East Staffordshire Borough Council ([www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk)) or South Derbyshire District Council ([www.south-derbys.gov.uk/crematorium](http://www.south-derbys.gov.uk/crematorium)). The three volumes contained all the memorial inscriptions since the Crematorium opened in 1975.

The Chairman reported that there was also a digital Book of Remembrance in the Remembrance Chapel. Memorial inscriptions were viewed by means of a swipe card. Additional screens containing photographs, poems or some biographical details about the deceased could also be arranged.

(e) **Millennium Wood**

The Joint Committee noted that the area of open ground in the Millennium Wood had been sown with wildflower seed. Maintained as a spring/summer meadow, it would contribute to the Crematorium's biodiversity programme.

(f) **Open Day**

The Chairman reported that the Open Day which was held on Sunday, 7 September 2003, had been a success with approximately 80 visitors being shown around the chapel and cremator rooms.

## **FEEES AND CHARGES**

The Joint Committee noted details of the fees and charges which had been approved by the Chairman and Vice-Chairman.

## **REVENUE BUDGET 2004/05 – 2006/07**

(Treas) The Treasurer submitted the draft Revenue Budget for the 2004/05 financial year which included an indicative budget for the following years to 2006/07.

A copy of the Statement of Accounts for 2002/03 had also been circulated.

### **Resolved:**

- (1) That the Revenue Budget as submitted be approved;
- (2) That the Statement of Accounts for the 2002/03 financial year be also approved.

## **THIRD REPORT OF THE SCRUTINY PANEL**

The Chairman of the Scrutiny Panel presented the Third Report on Utilities, Energy Savings and Sustainability and Performance Indicators.

### **Resolved:**

- (1) That the Third Report of the Scrutiny Panel be approved for submission to each of the constituent authorities;
- (2) That the Scrutiny Panel be congratulated on undertaking such a thorough Review.

## **DATE AND VENUE FOR NEXT MEETING**

### **Resolved:**

That the Annual General Meeting of the Joint Committee be held on Wednesday, 16 June 2004 at 3.00pm at the Town Hall, Burton upon Trent.

Chairman.

