

MARGAM JOINT CREMATORIUM COMMITTEE

(Acting with Plenary Powers)

Members Present:

18th July, 2014

Representing Neath Port Talbot County Borough Council:

Councillors: E.V. Latham (Chairman), J.S. Evans, R.G.Jones and
A. Taylor

Representing Bridgend Borough Council:

Councillors: Mrs.P.James

Officers in Attendance: D.Michael, H.Jenkins, J.Flower, Mrs.A.Thomas,
M.Griffiths and G.Cirillo

1. **MINUTES OF THE PREVIOUS MEETING HELD ON 17TH
JANUARY 2014**

RESOLVED: that the Minutes of the above mentioned meetings be
confirmed as correct record of proceedings.

2. **APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED: that Councillor Mrs. P. James representing Bridgend
Borough Council, be appointed Vice-Chairman to the
Margam Joint Crematorium Committee.

Report of the Superintendent and Registrar

3. **CREMATIONS**

Members received a report advising of the number of cremations
undertaken for the period from 1st April 2014 – 30th June 2014 as detailed
in the circulated report.

Members also noted that the Fuel Gas Treatment plant (Abatement) became operational on 9th June 2014 and since this date the amount of abated cremations that had taken place amounted to 94. Officers confirmed that CAMEO would be making charges to the Authority on the balance of 268 unabated cremations.

RESOLVED: that the report be noted.

Report of the Medical Referee

4. **APPLICATIONS FOR CREMATIONS**

The circulated report contained statistical details for the period 1st April 2014 to 30th June 2014, whereby there had been 362 applications for cremations received and following the appropriate scrutiny and investigation, authority had been granted for cremations to proceed.

Report of the Treasurer

5. **OUTTURN REPORT AND ANNUAL RETURN 2013/14**

Members received a report providing details of the Margam Crematorium Joint Committee Outturn position for 2013/14. The report also included the Annual Return required to comply with proper accounting practices.

The Director of Finance and Corporate Services updated the Committee regarding the fire at the Crematorium on the 12th July, 2014 when the Crematorium remained closed until 17th March, 2014. There was a meeting held in September 2013, revising the annual budget, and at that point the re-opening date was unknown. The revised budget indicated that there would be a net shortfall of £221,295. Members noted that the budget was again updated in January, 2014 where figures indicated that the net expenditure would be reduced to £146,221, less the use of existing reserves of £50,000, therefore the expected shortfall would then be £93,221. The actual budget shortfall for 2013/14 amounted to £36,173 and this has been funded by additional contributions from the constituent Authorities, to be refunded in 2014/15. The Committee was also advised that an update on the Insurance claim regarding the fire would be provided at the next meeting.

Members noted the full details of the pre-audited Final Accounts as attached at Appendices 1 and 2 of the circulated report.

- RESOLVED:**
- (a) that the Outturn report for 2013/14 as detailed in the circulated report, be approved.
 - (b) that the Annual Return as attached to Appendix 3 of the circulated report, prior to Audit Certificate for the year ended 31st March 2014, be approved and signed by the Chair of the Committee.
 - (c) that the Annual Governance Statement as attached to Appendix 3 of the circulated report be approved.
 - (d) that the Wales Audit Office be notified that the outstanding material issue affecting the Margam Crematorium's financial position relates to the Insurance claim regarding the Fire Damage.

6. **ACCESS TO MEETINGS**

- RESOLVED:** that pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraphs 12, 13 and 14 of Part 4 of Schedule 12A to the above Act.

Private Report of the Technical Officer

7. **CREMATORIUM EQUIPMENT**

Members were provided with an an update report on the Installation of Cremators and Abatement Plant by Officers as detailed in the private circulated report.

- RESOLVED:** that the report be noted

Private Report of the Superintendent and Registrar

8. **PERSONNEL MATTERS**

Members received a brief update on staffing matters at the Crematorium, as detailed in the private circulated report.

RESOLVED: that the report be noted

9. **CHAIRMAN'S NOTE OF THANKS**

On behalf of all those present, the Chairman thanked Mr. J.S. Flower for his work with the Committee and wished him well on his imminent retirement.

CHAIRMAN