

MARGAM JOINT CREMATORIUM COMMITTEE

(Acting with Plenary Powers)

Members Present:

7 December, 2018

**Representing Neath
Port Talbot County
Borough Council:**

Councillors E.V.Latham (Chairperson),
R.G.Jones, R.L.Taylor and S.Bamsey

**Representing
Bridgend County
Council:**

Councillor A.Pucella

**Officers in
Attendance:**

H.Jenkins, C.Griffiths, A.Dixon, R.Jenkins,
C.Langdon and T.Davies

1. **MINUTES OF PREVIOUS MEETING**

The Chair thanked Members for the letter of congratulations he received following the last meeting (Minute Number 9 refers).

RESOLVED: That the Minutes of the previous meeting held on 21 September, 2018 be confirmed as a true and accurate record of the proceedings.

2. **APPLICATIONS FOR CREMATIONS - 1 JULY TO 30 SEPTEMBER, 2018**

RESOLVED: That the report be noted.

3. **PROVISION OF A DEFIBRILLATOR AT MARGAM CREMATORIUM**

Members discussed the siting of the defibrillator unit, and noted it would need to be situated near an electricity feed. The relative merits of placing the unit inside or outside of the main crematorium building were discussed, and it was felt that the unit should be placed inside

the main crematorium building, in order to provide further protection to the defibrillator, as there were a number of other defibrillators in the Margam area and the Chapel/Office was open at all times whilst the grounds were open.

RESOLVED: That the donation of £995 to Welsh Hearts to fund the cost of a defibrillator to be placed inside the main Margam Crematorium building with the purchase of a heated, alarmed and unlocked storage cabinet (as recommended by the Welsh Ambulance Service), be approved.

4. **THE 50TH ANNIVERSARY OF THE OPENING OF MARGAM CREMATORIUM**

Members discussed the circulated report, and noted that with regard the ecumenical service (Resolution number 1 below) an update would be provided at the next meeting concerning who had been approached to provide an address.

- RESOLVED:**
1. that an ecumenical service be held in May 2019, which would allow for contributions from all faiths/non faiths and led by members of each denomination;
 2. that a brochure/booklet be prepared and published on the history of the Crematorium over the last 50 years;
 3. that a lecture be given on the evolution of cremation in the area (to include an opportunity to view the cremation area of the Margam Crematorium), using the same as an education event;
 4. that delegated authority be granted to the Superintendent Registrar, in consultation with the Chair of the Margam Crematorium Joint Committee, to agree the design and final cost of an anniversary plaque, and the purchase of the same.

5. **WESLEY MEDIA SYSTEM**

RESOLVED: that the report be noted.

6. **ANNUAL BUDGET REPORT**

RESOLVED:

1. that the revised budget for 2018/19, be agreed;
2. that the budget for 2019/20, be agreed;
3. that the precept for 2019/20 be levied at:
 - Neath Port Talbot County Borough Council - £559
 - Bridgend County Borough Council - £441;
4. that approval be granted for the 2019/20 fees as detailed in Appendix 2 of the circulated report;
5. that the projected position in relation to the Reserves position be noted.

7. **URGENT ITEMS**

Because of the need to deal now with the matter contained in Minutes No. 8, 9 and 10 below, the items were considered at today's meeting as urgent items pursuant to Section 100B (4) (b) of the Local Government Act 1972.

Reason:

Due to the time element.

8. **RENOVATION WORKS**

The Building Premises Manager advised Members of the Joint Committee of the progress on the proposed air conditioning for the chapel area and the extension. Members were shown a photograph of the proposed citing of the four wall-mounted fan units, which was currently under discussion with CADW. The construction phase of the new extension was discussed, and the best times to avoid disruption to funerals. It was noted that funeral directors should be part of ongoing discussions. Member's felt that the Chair plus the Building

Premises Manager should be given delegated authority to move the works forward, and that Contract Procedure Rules should be suspended in relation to the air conditioning works, due to the speciality and nature of the work.

- RESOLVED:**
1. that the Building Premises Manager, in consultation with the Chair of the Joint Committee, be given delegated authority to progress the extension and air conditioning works;
 2. that approval be granted to exclude the requirement of competition and to suspend Rule 2.1 of the Neath Port Talbot County Borough Council Contract Procedure Rules, so that a direct award can be made to an organisation deemed appropriate by the Building Premises Manager.

9. **BOOK OF REMEMBRANCE**

Members discussed the unit housing the Book of Remembrance, and felt that it was now necessary to have a replacement made. The Clerk would provide Members with an update on a replacement at the next meeting.

- RESOLVED:** that the Clerk to the Joint Committee provide an update to Members on the provision of a new unit for the Book of Remembrance at the next meeting.

10. **BEST WISHES FROM THE CHAIR**

On behalf of all Members and Officers of the Margam Joint Crematorium Committee, the Chair extended his best wishes to Anne Thomas on her upcoming retirement. Anne had served 42 years with Neath Port Talbot County Borough Council, and had been the Crematorium Accountant for over 30 years.

CHAIRPERSON