

# MARGAM CREMATORIUM JOINT COMMITTEE

(Acting with Plenary Powers)

**Members Present:**

**6 October 2023**

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

**Councillors** W.Carpenter, A.Dacey, R.G.Jones,  
S.Jones and E.V.Latham

**Representing  
Bridgend County  
Council:**

**Councillors** P.Davies and M.Kearn

**Officers in  
Attendance:**

H.Jones, C.Griffiths, C.Phillips, C.Langdon and  
T.Davies

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## 1. **CHAIRPERSON'S ANNOUNCEMENTS**

The Chair welcomed all to the meeting.

## 2. **DECLARATIONS OF INTEREST**

No Declarations of Interest were received.

## 3. **MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting, held on 2 June 2023, were agreed as an accurate record.

## 4. **BUSINESS PLAN UPDATE**

The Clerk to the Joint Committee gave an overview of the Business Plan, as detailed in the circulated report.

It was noted that the current books of Remembrance would still be available, as well as the entries being transferred, following the move to the digital service.

With regards WiFi, a verbal update around timescales for improvement works was received – the contractors would be on site on 9 October, to complete the internal connections to finalise the works.

Joint Committee Members expressed their dissatisfaction that there were no representatives from the Environment section in attendance at the meeting. It was noted that this was not the first meeting at which they had been absent. The Chair would send a letter to the Environment section expressing these views, on behalf of the Joint Committee.

- RESOLVED:** That delegated authority be granted to the Technical Officer of Margam Crematorium, in consultation with the Chair of the Margam Crematorium Joint Committee to -
- (a) Progress the toilet block refurbishment as identified in the circulated report and
  - (b) Engage a Sika approve contractor to produce a full schedule of repairs, and quantify the products and specification for tendering purposes for general external decoration, provided at all times that such costs are within the existing budget allocation for capital works.

## 5. **RECLAMATION SCHEME**

Following discussion, Joint Committee Members requested additional information on various local bereavement charities, as well as charities used by other similar reclamation schemes.

- RESOLVED:**
1. That participation in the RSBruce Limited scheme for reclamation, from 1 January 2024, be approved.
  2. That the decision on the specific local bereavement based charity for nomination to RSBruce, be deferred to a future meeting of the Margam Crematorium Joint Committee.

6. **COMPLAINTS AND COMPLIMENTS ANNUAL REPORT - APRIL 2022 TO MARCH 2023**

Discussion took place around the possibility of siting a TV screen near the foyer entrance of Margam Crematorium, to enable guests who are standing at larger funerals to watch the service (in addition to any photo montage tribute). Options would be explored.

**RESOLVED:** That the report be noted.

7. **QUALIFICATION GAINED BY STAFF MEMBER**

Congratulations were expressed to the members of staff who had recently gained qualifications.

Members were pleased to note in a verbal update. that Margam Crematorium had passed a recent FBCA inspection – a report would be brought back to a future meeting of the Margam Crematorium Joint Committee.

**RESOLVED:** That the report be noted.

8. **CHRISTMAS SERVICE AT MARGAM CREMATORIUM**

It was noted that the proposed Christmas service would be a religious/secular service.

**RESOLVED:** That the holding of a Christmas Service at Margam Crematorium on 5 December 2023, as detailed in the circulated report, be approved.

9. **CREMATION FIGURES FOR JANUARY 2023 TO JUNE 2023**

**RESOLVED:** That the report be noted.

10. **URGENT ITEMS**

**President of the Federation of Burial and Cremation Authorities  
(FCBA)**

Members took the opportunity to give congratulations to the Chair of the Joint Committee, Councillor E.V.Latham, who had recently been elected as President of the FCBA. Members also wished best regards to the previous President, Brendan Day – a letter of thanks would be sent from the Joint Committee.

**Timing of Meetings**

Members discussed the timing of the meetings of the Joint Committee. All were in favour of changing the day and time from Fridays at 2.15pm. Alternative meetings dates would be circulated to Members shortly.

**CHAIRPERSON**