

Yeovil Crematorium & Cemetery Committee



Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 9th January 2019 at 6:00pm at Town House, 19 Union Street, Yeovil.

Present:

Alf Hill	Yeovil Without Parish Council
Manny Roper	Yeovil Town Council (Chairman)
Rob Stickland	South Somerset District Council

In Attendance:

Barbara Appleby	Clerk to Yeovil Without Parish Council
Amanda Card	Clerk to the Committee
Chris Cooper	Environmental Services Manager – South Somerset District Council
Ross Eaton	Specialist Finance – South Somerset District Council
Glenn Ford	Cemetery Foreman, Yeovil Cemetery
Paul Rayson	Manager, Yeovil Crematorium
Clive Wakely	Funeral Directors' Representative

There were no members of the press or public present.

Public Comment

6:10pm - the meeting commenced.

(1) Apologies for Absence

Tony Lock (Yeovil Town Council) and Peter Herridge (Humanists Celebrant's Representative)

RESOLVED: to accept the apologies

(2) Declarations of Interest

There were no declarations made at this time.

(3) Minutes of the Previous Meeting

RESOLVED: that the Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on 18th July 2019 be signed by the Chairman as a correct record.

(5) Cemetery and Crematorium Budget 2019/20

The Finance Specialist from South Somerset District Council introduced the Cemetery and Crematorium Budget for 2019/20.

The Background report was amended to read “The Cemetery is jointly owned by Yeovil Town Council and Yeovil Without Parish Council (90%/10% respectively).”

Questions were raised as to whether the correct electoral numbers were being used to split the proposed budget deficit between Yeovil Town Council and Yeovil Without Parish Council. The electorate figures have since been updated as shown below:

Cemetery Deficit	Payable 2018/19 (£)	Payable 2019/20 (£)	Change (£)
Yeovil Town Council	60,026	61,007	981
Yeovil Without Parish Council	17,434	17,727	293
	77,460	78,734	1,274

Members were asked to consider the fee increases for both the Cemetery and the Crematorium.

RESOLVED: (1) to approve and recommend the Cemetery and Crematorium Budgets for 2019/20 to Yeovil Town Council, Yeovil Without Parish Council and South Somerset District Council as appropriate; (2) to approve recommend the Cemetery the allocation of the Cemetery Deficit of £61,007 and £17,727 to Yeovil Town Council and Yeovil Without Parish Council respectively; (3) to approve the proposed fee increases for both the Cemetery (3% increase rounded to nearest £) and the Crematorium (2% increase rounded to nearest £); (4) to authorise the Chairman to sign the Cemetery and Crematorium Service Level Agreement; and (5) that the Committee note the Reserve Balances.

(6) Update on the Performance in Yeovil Cemetery

The Environmental Service Manager introduced the report. Work was almost complete on the monument health and safety and there had been significant savings due to having carried out the work in-house. Once this work is complete, the team will progress with the common graves project.

The Cemetery had received a Certificate of Appreciation from the Yeovil Branch of the RBL for their involvement in Project 100.

The Environmental Services Manager gave a brief explanation about transformation at South Somerset District Council. He agreed to bring a structure chart to the Committee at a later date which would highlight progression and succession planning.

RESOLVED: (1) to note the report; and (2) that a structure chart be brought to a future meeting of the Committee.

(7) Statistics July 2018 – December 2018

The Committee considered the report of the Registrar/Admin Manager at Yeovil Crematorium.

RESOLVED: to note the report.

(8) Dates of Future Meetings

RESOLVED: The dates of future meetings are as follows:
17th April 2019
17th July 2019 (to be held at Yeovil Crematorium)
16th October 2019
15th January 2020

(9) Any other Business

There was no other business.

Public Comment

There were no comments.

7:03pm – the meeting closed

Signed: (Chairman)

Date: