

Yeovil Crematorium & Cemetery Committee



Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 8th January 2025 at 6:00pm at Town House, 19 Union Street, Yeovil.

Present:

Nicola Clark	Somerset Council
Graham Oakes	Somerset Council
Colin Rose	Yeovil Without Parish Council
Jeny Snell	Yeovil Town Council
Rob Stickland	Yeovil Without Parish Council
Helen Stonier	Yeovil Town Council

In Attendance:

Barbara Appleby	Yeovil Without Parish Council Clerk (virtual)
Amanda Card	Yeovil Town Council Clerk/Clerk to the Committee
Christian Evans	Head of Finance Business Partnering, Somerset Council (virtual)
John Ranger	Specialist Operations Manager –Somerset Council
Jonathon Stevens	Head of Operations, Regulatory & Operational Services (virtual)

Public Comment

There was no public comment.

6:02pm - the meeting commenced.

(1) APOLOGIES FOR ABSENCE

Cllrs V Burt; EJ Hopkins; T Lock and Clive Wakely.

RESOLVED: to accept the apologies

(2) DECLARATION OF INTEREST

There were no declarations made at this time.

Councillor	Reason	Interest
Cllr N Clark	Member of: Somerset Council	Personal
Cllr T Lock Cllr G Oakes Cllr J Snell	Member of: Somerset Council Yeovil Town Council	Personal
Cllr R Stickland	Member of: Yeovil Town Council Yeovil Without Parish Council	Personal
Cllr H Stonier Cllr EJ Hopkins	Member of: Yeovil Town Council	Personal
Cllr V Burt Cllr C Rose	Member of: Yeovil Without Parish Council	Personal

(3) MINUTES OF PREVIOUS MEETING

RESOLVED: that the Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on 13th November 2024 be signed by the Chair as a correct record.

(4) CEMETERY AND CREMATORIUM DRAFT BUDGET 2025/26

The Committee considered the Draft Budget 2025/26, which was introduced by the Head of Business Partnering, Somerset Council.

The draft budget for the Cemetery for 2025/26 has increased by £223 to £102,600,

Summary	2024/25 Budget	Draft 2025-26 Budget	Budget Change
Staff Costs	92,457	94,300	1,843
Premises Costs	55,020	55,700	680
Plant & Machinery Costs	4,200	4,200	0
Administration Costs	24,100	24,600	500
Expenditure	175,777	178,800	3,023
Income	(74,750)	(76,200)	(2,800)
Net Expenditure	101,027	102,600	223

and the Crematorium decreased by £49,703 to a net surplus of £309,200.

Summary	2024/25 Budget	Draft 2025-26 Budget	Budget Change
Staff Costs	443,505	451,700	8,195
Premises Costs	419,349	452,600	33,251
Plant & Machinery Costs	5,560	5,600	40
Administration Costs	248,220	248,300	80
Expenditure	1,116,634	1,158,200	41,566
Income	(1,438,693)	(1,467,400)	(91,269)
Net Expenditure	(322,005)	(309,200)	(49,703)

Discussions were held around the Service Level Agreement as it was agreed at a previous meeting that it was no longer fit for purpose. It had also been agreed that a revised Service Level Agreement would come back to this meeting (January 2025) alongside the final budget. However more work needs to be carried out to ensure that Somerset Council recover their costs; and that it is equitable for both Yeovil Town Council and Yeovil Without Parish Council. It was important for all parties that the rationale for the basis of calculation was transparent. The Head of Operations confirmed that there would be opportunity for this Committee to review the proposed Service Level Agreement.

RESOLVED: (1) to approve and recommend the budget for 2025/26 to Yeovil Town Council, Yeovil Without Parish Council and Somerset Council as appropriate: (a) the Cemetery and Crematorium Budgets for 2025/26; (b) the allocation of the cemetery deficit for inclusion in the Parish Precepts when setting the 2025/26 Council Tax; (c) the proposed fee increases for the cemetery and the crematorium; (d) to accept the Cemetery and Crematorium Service Level Agreement and charges for 2025/26 (in the understanding that a fully costed proposal be available for 2026/27); (2) that the Head of Operations submit to the next meeting of Committee a proposal for 2026/27 giving opportunity for the Committee to review.

Please note that the next meeting of this Committee is Wednesday 9th July 2025.

6.28pm – *The meeting closed.*

Signed: (Chair)

Date: