

Yeovil Crematorium & Cemetery Committee



Minutes of the hybrid meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 12th January 2022 at 6:03pm held by video-conferencing using Zoom meeting software.

Present

Nicola Clarke	South Somerset District Council (Vice-Chair)
Pauline Lock	Yeovil Town Council
Mike Lock	Yeovil Town Council
Tony Lock	Yeovil Town Council
Graham Oakes	South Somerset District Council (from 6:05pm)
Colin Rose	Yeovil Without Parish Council
Rob Stickland	South Somerset District Council (Chair)

In Attendance (in person):

Amanda Card	Yeovil Town Council Clerk/Clerk to the Committee
Dan Ledger	Yeovil Without Parish Council Clerk
John Ranger	Specialist Bereavement Services – South Somerset District Council
Emily Wilce	Specialist Finance – South Somerset District Council

Public Comment

6:03pm - the meeting commenced.

(1) APOLOGIES FOR ABSENCE

Cllr Sharon Hackett and Clive Wakely

RESOLVED: to accept the apologies

(2) DECLARATION OF INTEREST

There were no declarations made at this time.

RESOLVED: that the following would be an on-going declaration of interest:

Councillor	Reason	Interest
Cllr N Clark	Member of: South Somerset District Council	Personal
Cllr M Lock Cllr P Lock Cllr G Oakes Cllr R Stickland	Member of: South Somerset District Council Yeovil Town Council Yeovil Without Parish Council	Personal
Cllr T Lock	Member of: Somerset County Council South Somerset District Council Yeovil Town Council	Personal
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 8th December 2021 be signed by the Chair as a correct record at the next appropriate opportunity.

(4) CEMETERY AND CREMATORIUM BUDGET 2022/23

It was agreed that as the budget had been discussed at great detail at the previous meeting that it was not necessary for the budget to be explained line by line.

It was highlighted that there had been an error in the increase of £9,000 against the Obitus system and the line for Memorials should have been increased. This has now been amended.

RESOLVED: (1) to approve and recommend to Yeovil Town Council, Yeovil Without Parish Council and South Somerset District Council as appropriate: (a) the Cemetery and Crematorium Budgets for 2022/23; (b) the allocation of the cemetery deficit for inclusion in the Parish Precepts when setting the 2022/23 Council Tax; (c) the proposed fee increases for the cemetery and the crematorium; (d) the Cemetery and Crematorium Service Level Agreement and charges for 2022/23 (to be signed by the Chair at the next appropriate opportunity); and (e) to note the Reserve Balances.

(5) CEMETERY UPDATE

The Committee considered the report from the Operational Section Lead – Cemetery which was presented by Specialist Operational Management – Bereavement Services.

Members expressed their disappointment that guidance had not yet been received from the Commercial Property, Land and Development Manager about the technical “Grounds Conditions Investigation on Fiveways Land” report.

RESOLVED: (1) to note the report; and (2) that the Specialist Operational Management – Bereavement Services chase the Commercial Property, Land and Development Manager for a response within 7 days.

(6) TERMS OF REFERENCE WORKING PARTY

RESOLVED: that the Clerk to the Committee; the Specialist Operational Management – Bereavement Services and Cllrs Tony Lock; Colin Rose and Rob Stickland for the Terms of Reference Working Party.

(7) DATES OF FUTURE MEETINGS

For information:

13th April 2022

13th July 2022

12th October 2022

RESOLVED: to note the dates of future meetings.

Public Comment

There were no comments.

(8) EXCLUSION OF PRESS AND PUBLIC

RESOLVED: (1) to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity of agenda item 12 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Public Bodies (Admission to Meetings) Act 1960 s3.

(9) CREMATORIUM UPDATE

Discussions were held about the new build project. A question was raised regarding the irrecoverable VAT. Further discussions were held on the crematorium.

RESOLVED: (1) to note the update; and (2) that the Specialist Operational Management – Bereavement Services consult with the VAT officer for an explanation to provide to Members of the Committee.

(10) CEMETERY GATES

Members considered 3 quotes regarding replacement gates at the Cemetery. It was decided that further information was required to make the quotes comparable.

RESOLVED: (1) to delegate the procurement decision to the Clerk of the Committee in consultation with the Chair and the Specialist Operational Management – Bereavement Services, following receiving additional information and consulting with the Committee.

6:45pm – the meeting closed.

Signed: (Chair)

Date: