

# Yeovil Crematorium & Cemetery Committee



**Minutes of the hybrid meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 13<sup>th</sup> July 2022 at 6:00pm at Town House, 19 Union Street, Yeovil.**

**Present:**

Vyvyenne Burt    Yeovil Without Parish Council  
Graham Oakes    South Somerset District Council  
Ashley Richards    Yeovil Town Council  
Rob Stickland    South Somerset District Council  
Liam Watts    Yeovil Town Council

**In Attendance:**

Amanda Card    Yeovil Town Council Clerk/Clerk to the Committee  
Glenn Ford    Operational Section Lead – Cemetery  
Paul Matravers    Lead Specialist - Finance (Deputy S151 Officer) – South Somerset District Council  
John Ranger    Specialist Bereavement Services – South Somerset District Council

**Public Comment**

*6:00pm - the meeting commenced.*

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**(1) ELECTION OF CHAIR**

The Clerk to the Committee called for nominations for Chairman.

It was proposed by Cllr G Oakes, and seconded by Cllr V Burt, that Cllr R Stickland be elected to serve as the Chairman for the ensuing year.

**RESOLVED:** that Cllr R Stickland be elected to serve as the Chair for the ensuing year.

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**(2) ELECTION OF VICE CHAIR**

It was proposed by Cllr R Stickland, and seconded by Cllr G Oakes, that Cllr N Clarke be elected to serve as the Chairman for the ensuing year.

**RESOLVED:** that Cllr N Clarke be elected to serve as the Vice Chair for the ensuing year.

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**(3) APOLOGIES FOR ABSENCE**

Cllrs Nicola Clarke and Jeny Snell; Clive Wakely; Emily Wilce and Dan Ledger

**RESOLVED:** to accept the apologies

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**(4) DECLARATION OF INTEREST**

There were no declarations made at this time.

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

<b>Councillor</b>	<b>Reason</b>	<b>Interest</b>
Cllr G Oakes	Member of: Somerset County Council South Somerset District Council Yeovil Town Council	Personal
Cllr R Stickland	Member of: South Somerset District Council Yeovil Town Council Yeovil Without Parish Council	Personal
Cllr A Richards Cllr L Watts	Member of: Yeovil Town Council	Personal
Cllr V Burt	Member of: Yeovil Without Parish Council	Personal

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**(5) MINUTES OF PREVIOUS MEETING**

**RESOLVED:** that the Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on 12<sup>th</sup> January be signed by the Chair as a correct record.

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**(6) TERMS OF REFERENCE**

The Committee considered the Terms of Reference for the Yeovil Crematorium and Cemetery Committee. The Clerk had drawn these up in consultation with the Chair of this Committee.

**RESOLVED:** to recommend for approval to Yeovil Town Council, Yeovil Without Parish Council and South Somerset District Council. The Terms of Reference are to be adopted at a future meeting of this Committee.

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**(7) OUTTURN REPORT FOR 2021/22**

The Committee considered the Outturn Report 2021/22 from the Finance Specialist – South Somerset District Council which was introduced by the Lead Specialist - Finance (Deputy S151 Officer) – South Somerset District Council.

**RESOLVED:** to note the Outturn Report 2021/22.

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**(8) FINANCIAL STATEMENTS 2021/22**

The Committee considered the Financial Statements 2021/22 from the Finance Specialist – South Somerset District Council which was introduced by the Lead Specialist - Finance (Deputy S151 Officer) – South Somerset District Council.

It was raised that some of the names of the Committee Members were incorrect.

**RESOLVED:** (1) to note the Financial Statements 2021/22; and (2) that the Clerk to the Committee provide the correct names of the Committee Members to the Finance Specialist – South Somerset District Council.

*6:14pm – Paul Matravers left the meeting and did not return.*

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**(9) CEMETERY UPDATE**

The Operational Section Lead Cemetery introduced the report to the Committee. He spoke of the number of burials since January 2022, the routine grave and ground maintenance, the common grave programme and the hedge management programme.

The Clerk to the Committee updated the Committee on the land on the Fiveways site. Councillors discussed the need to identify alternative available land that was suitable for burial purposes.

A request was made for Councillors of the Committee to have a tour of the Cemetery and Crematorium.

**RESOLVED:** (1) to note the report; (2) to accept that the land on the Fiveways site was no longer available and that alternative available land that was suitable for burial purpose

needed to be identified; (3) that the Operation Section Lead Cemetery provide the Clerk to the Committee with some dates for a tour, for circulation to Councillors; and (4) that the next meeting of this Committee be at the Crematorium, so that a tour can be given.

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**(10) CREMATORIUM UPDATE**

The Bereavement Specialist at South Somerset District Council presented his report, giving an update on the cremators and capacity. He mentioned about the increase in the price of gas which would have a significant impact on costs since the cremators were run for lengthy periods. He also mentioned about the holding of two discounted services between 9am and 10am which would be more affordable for vulnerable members of the community.

**RESOLVED:** (1) to recommend to the respective Councils (Yeovil Without Parish Council and South Somerset District Council) the following: (a) that the prices for a cremation be increased by £50 and that future changes in prices will follow the market; and (b) that the special discounted rate of the services between 9am and 10am be £595; and (2) that these matters be dealt with by the appropriate Councils as a matter of urgency, and adopted as soon as changes of prices are approved by both Councils.

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**(11) DATES OF FUTURE MEETINGS**

The date of the next meeting is 12<sup>th</sup> October 2022 and this was to be held at Yeovil Crematorium.

**RESOLVED:** to note the dates of future meetings.

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**Public Comment**

A request was made for Special Meeting to have a briefing about the progress of the renovation at the Crematorium including design and costs. This would be a confidential meeting. The Bereavement Specialist at South Somerset District Council will liaise with the Clerk of the Committee with an appropriate date.

*7:02pm – the meeting closed.*

Signed: ..... (Chair)

Date: .....