

MINUTES OF RUGBY AND WEST NORTHAMPTONSHIRE JOINT CREMATORIUM COMMITTEE

25 APRIL 2023

PRESENT:

Members of the Committee:

Rugby Borough Council - Councillors Poole and Ms Robbins
West Northamptonshire Council - Councillors Gilford (Chair) and James

Officers:

Rugby Borough Council - David Burrows (Chief Officer – Regulation and Safety), Lorraine Marley (Acting Bereavement Services Manager), Lisa Marshall (Finance Business Partner)

West Northamptonshire Council - Peter Hackett (Environmental, Countryside & Parks Manager) and Ian Watkins (Finance Business Partner)

11. MINUTES

The minutes of the meeting held on 2 February 2023 were approved and signed.

12. DECLARATIONS OF INTEREST

There were none.

13. RAINSBROOK CREMATORIUM OPERATIONAL UPDATE

The Joint Committee considered a report concerning an operational update for the Rainsbrook Crematorium which was marked as 'to follow' on the agenda.

The council's Works Services Unit would return to complete the works to the new memorial area, and it was anticipated this would be completed by mid-May.

The use of the car park at weekends by St Andrew's Rugby Club was intended as a pilot scheme to operate during the rugby season and for special events being held at the club, although any council led events would take priority. Use of the car park would be subject to suitable controls as outlined in the report.

RESOLVED THAT –

- (1) the £75 surcharge for cremations on Monday's be approved;
- (2) the pilot scheme to allow use of the car park at weekends by St Andrew's Rugby Club be supported; and
- (3) the use of the premises by Rugby Borough Council Control Centre for emergency cover be approved.

14. 2022/23 YEAR-END FINANCE REPORT

The Joint Committee considered a report concerning the 2022/23 year-end financial and performance position

As at 31 March 2023 there was an overall surplus of £430,508 resulting in a financial return of £215,254 for distribution to Rugby Borough Council and West Northamptonshire Council based on the 50/50 profit sharing agreement.

RESOLVED THAT –

- (1) Rainsbrook Crematorium's 2022/23 revenue and capital outturn position be noted;
- (2) the final transfers to and from Crematorium reserve for 2022/23, as shown in the report, be approved;
- (3) the performance information detailed in Appendix 1 be noted;
- (4) the 2022/23 profit share payment to be made to West Northamptonshire Council be approved;
- (5) a capital budget of £13,000 for the Avon chapel door upgrade be approved, to be funded 50/50 for RBC and WNC via RBC's earmarked Crematorium reserves, subject to further approval by RBC's Cabinet to add it to the Capital programme;
- (6) a capital budget of £20,000 for the IT software upgrade be approved, to be funded 50/50 for RBC and WNC via RBC's earmarked Crematorium reserves, subject to further approval by RBC's Cabinet to add it to the Capital programme.

15. DATE OF NEXT MEETING

It was agreed the next meeting would be held at 2pm on Tuesday 25 July 2023.

CHAIRMAN