

# MINUTES OF RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE

11 MAY 2022

## PRESENT:

**Members of the Committee:** Councillor Poole (Rugby Borough Council)  
Councillor Ms Robbins (Rugby Borough Council)  
Councillor James (West Northamptonshire Council)

**Officers:** Rugby Borough Council -  
David Burrow (Chief Officer – Regulation and Safety)  
Lisa Handy-Wardle (Bereavement Services Manager)  
Lisa Marshall (Finance Business Partner)  
Linn Ashmore (Democratic Services Officer)  
West Northamptonshire Council -  
Nichola Martin (Finance Business Partner)

## 13. MINUTES

The minutes of the meeting held on 20 January 2022 were approved.

## 14. APOLOGIES

Apologies for absence were received from Councillor Gilford (West Northamptonshire Council).

## 15. DECLARATIONS OF INTEREST

There were none.

## 16. 2021/22 YEAR-END FINANCE REPORT

The Joint Committee considered a report concerning the 2021/22 year-end financial position for revenue and capital and revenue performance within the key performance indicators.

It was noted that the crematorium generated £25,216 additional income compared to the budget overall after accounting for paying the budgeted profit share amount to West Northamptonshire Council. As approved by the Joint Committee at the previous meeting, this surplus had been put into crematorium reserves to fund future Capital works.

## RESOLVED THAT –

- (1) Rainsbrook Crematorium's 2021/22 revenue and capital outturn position be considered and noted;
- (2) the final transfers to and from Crematorium reserve for 2021/22, as reported, be approved;
- (3) the performance information detailed in Appendix 1 be noted;

- (4) the medium-term reserve balance forecasts in Appendix 2 be noted; and
- (5) approval for the 2021/22 profit share payment to be made to West Northamptonshire Council.

**17. DATE OF NEXT MEETING**

A provisional date for the next meeting was agreed as 11am on Wednesday 7 September 2022, but this was subject to change if necessary.

**18. MOTION TO EXCLUDE THE PUBLIC**

**RESOLVED THAT** - under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of information defined in paragraph 3 of Schedule 12A of the Act.

**19. INVESTMENT UPDATE**

The Joint Committee considered a report presented by the Bereavement Services Manager concerning future investment.

It was agreed that the title of the Joint Committee be changed to Rugby and West Northamptonshire Joint Crematorium Committee.

**RESOLVED THAT –**

- (1) the change of name of the Joint Committee be approved;
- (3) the additional budget of £10,000 be approved to complete the memorial area - to be funded from reserves;
- (4) the urgent repairs to the existing car park be authorised from the budget previously allocated for the car park extension (funded from borrowing), subject to further approval from Rugby Borough Council;
- (5) the necessary upgrades to the music system and proposed budget of £20,000 be approved, to be funded from reserves;
- (6) the additional optional upgrades to the music system were approved in principle subject to the matter being deferred to the next meeting of the Joint Committee for further consideration, subject to available funding; and
- (7) the installation of an automatic exit door in the Avon chapel and proposed budget of £15,000 be approved, to be funded from reserves.

**CHAIRMAN**