

# MINUTES OF RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE

20 JANUARY 2022

## PRESENT:

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

**Officers:** Rugby Borough Council -  
Lisa Handy-Wardle (Bereavement Services Manager)  
Lisa Marshall (Finance Business Partner)  
Ruth Barnett (Lead Accountant)  
Linn Ashmore (Democratic Services Officer)  
West Northamptonshire Council -  
Peter Hackett (Direct Services Manager)  
Nichola Martin (Finance Business Partner)

## 13. MINUTES

The minutes of the meeting held on 29 November 2021 were approved and signed by the Chairman.

## 14. APOLOGIES

Apologies for absence were received from the Chief Officer – Regulation and Safety (Rugby Borough Council).

## 15. DECLARATIONS OF INTEREST

There were none.

## 16. DATE OF NEXT MEETING

It was agreed the next meeting would be held at 11am on Thursday 28 April 2022.

## 17. 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.

## 18. BUDGET MONITORING QUARTER 3 2021/22

The Joint Committee considered the private report concerning the finance and performance data as of November 2021.

**RESOLVED THAT-**

- (1) the 2021/22 revenue forecast and capital forecasts be noted;
- (2) the performance information detailed in Appendix 1 be noted;
- (3) the 2021/22 reserve balance forecasts be noted; and
- (4) the year-end surplus income to the 2021/22 profit share be put into a reserve and be used for the purpose of funding the Crematorium capital programme, subject to further agreement by respective Councils.

**19. BUDGET SETTING UPDATE 2022/23**

The Joint Committee considered the private report concerning the final draft of the proposed 2022/23 revenue budget.

Following Joint Committee approval, the draft budget for both Revenue and Capital would be presented to Cabinet and Council for approval as part of Council Tax Setting.

**RESOLVED THAT -**

- (1) the 2022/23 final revenue draft budget be approved, subject to further approval by the respective Councils;
- (2) the 2022/23 capital budget be approved for the memorialisation scheme; to be funded from Crematorium resources i.e. revenue contribution or Crematorium reserves; and
- (3) should minor changes be required to the budget for internal recharges between the draft of the 2022/23 budget approved by the Joint Committee and Council Tax Setting in February, that delegated authority be given to the Chief Financial Officer of Rugby Borough Council to approve this.

**CHAIRMAN**