



13 December 2023

RUGBY AND WEST NORTHAMPTONSHIRE JOINT CREMATORIUM COMMITTEE – 21 DECEMBER 2023

A meeting of the Rugby and West Northamptonshire Joint Crematorium Committee will be held at 2pm on Thursday 21 December 2023 in the Council Chamber at the Town Hall, Rugby.

Mannie Ketley
Chief Executive

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Minutes – to approve the minutes of the meeting held on 31 October 2023.
2. Apologies – to receive apologies for absence from the meeting.
3. Declarations of Interest.

To receive declarations of –

(a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

Note: Members are reminded that they should declare the existence and nature of their non-pecuniary interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest, the Member must withdraw from the room unless one of the exceptions applies.

Membership of a County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

4. Rainsbrook Crematorium Operational Update.
5. Date of next meeting – please bring diaries to the meeting.
6. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972.

To consider the following resolution:

“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 involve the likely disclosure of information defined in paragraphs 2 and 3 of Schedule 12A of the Act.”

PART 2 – EXEMPT INFORMATION

1. Crematorium 2024/25 Budget Setting.

Membership of the Committee:

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

If you have any general queries with regard to this agenda please contact Linn Ashmore, Democratic Services Officer (01788 533522) or e-mail linn.ashmore@rugby.gov.uk. Any specific queries concerning reports should be directed to the listed contact officer.

Rugby and West Northants Crematorium Joint Committee

21 December 2023

Rainsbrook Crematorium Operational Update

Overview

Both cremators are now fully operational as we approach our busy period.

The fees and charges for the next financial year were reviewed and increased in line with inflation. Some fees have been increased more than this to take into account the increase in granite for some of our memorials and to bring us in line with charges at neighbouring crematoriums.

The crematorium currently offers 75 full-service slots and 30 no service slots per week with the take up of no services remaining at approximately 10% of all services.

Approximately 25 cremations per week are being delivered with a budget for 1000 cremations for this financial year, however we are still expecting to achieve 1050 cremations for this financial year.

Covid-19 update

There are currently no restrictions in place in relation to Covid-19 and no significant deaths from Covid.

Gas

Gas usage figures will continue to be gathered for the next month. Finance will be reporting on the likely cost of gas for the next financial year when figures are available. It is not possible to forecast an accurate figure for gas usage at present, however, there is likely to be an underspend on this budget.

PG5/2 (23)

The consultation period for the Crematoria Guidance has now finished (3 December 2023). There has been no further release to the proposed guidance.

Previous guidance has not included any reference to emissions of nitrogen oxides. In order to reduce greenhouse gas and Nitrogen oxide emissions, the new guidance is likely to include the necessity to install De-NOx equipment on each cremator.

Initial costings for this are £25,000 per cremator and then an ongoing cost of £4 per cremation for Facticear (the De-nox reagent).

The new guidelines will also end the CAMEO scheme, which for this current year has brought in £2195.

There is a period of four years from the implementation of the new guidance to install the new equipment.

[Consultation on the review of the Crematoria Guidance PGN\(5/12\) – Defra – Citizen Space](#)

Cremation of body parts

An approach has been received from a local funeral director to cremate body parts from a surgical training school. The legal paperwork required for this is being checked.

Fees and Charges

Included in the financial report is a review of all the fees and charges. Some new fees have been introduced to bring these in line with other crematorium charges.

New Memorial Area

The new tarmac has now been laid by a contractor and planting will take place between now and March. The sale of plaques for this area will commence from the beginning of January.

Car Park

A quote has been received to tidy up areas of the car park to include the lifting of the plastic matting that is raised and causing a health and safety issue. The mats that were causing a problem have now been removed and the remainder will be lifted and replaced with compact gravel. This is within our existing budgets.

Staffing

The Cremator Technician post remains vacant. The job was offered to a qualified cremator technician but unfortunately due to personal reasons he then had to decline the job.

This will be re-advertised before Christmas.

Metal Recycling Scheme

The ICCM metal recycling scheme have just announced that there is £14,000 available to donate to OurJay Foundation on 12 January 2024. Rugby Borough Council and West Northamptonshire communications team are arranging for publicity.

Automatic Doors

Automatic doors have now been installed but payment has not been made yet due to a technical issue with one of the doors. An update from the engineer is awaited.

Complaints

We have received two complaints:-

- 1) Complaint received regarding the removal of trinkets from a bench.
- 2) Family unable to view webcast from Canada due to internet issues.