

**AYLESBURY VALE DISTRICT COUNCIL  
CHILTERN DISTRICT COUNCIL  
WYCOMBE DISTRICT COUNCIL**

**MINUTES** of the Meeting of the  
**CHILTERN CREMATORIUM JOINT COMMITTEE**  
held on **26 SEPTEMBER 2018**

**PRESENT:** Councillor M Smith - Chairman  
H Mordue - Vice Chairman

Councillors: D Barnes  
P Martin  
G Peart

**APOLOGIES FOR ABSENCE** were received from Councillor J Ward

**65 MINUTES**

The minutes of the Joint Committee held on 29 January 2018 were approved and signed by the Chairman as a correct record.

**66 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**67 ANNUAL REPORT**

Members received the sixty third annual report of the Joint Committee and noted the following key points:

- the crematorium had been the busiest in the UK in 2017. It was noted that this was partly due to the closure of the Slough Crematorium whilst refurbishments took place;
- the number of committals from each of the constituent local authority areas had increased;
- the number of ashes scattered in the Remembrance Garden had continued to decrease; and
- there had been significant staffing changes after many years of stability.

Members enquired as to the capacity at the Amersham Crematorium and it was noted that, at present, the crematorium was operating at full capacity for funeral services, but not cremations themselves. Members were advised that the winter period had the potential to exacerbate any demand for funeral service slots and parking problems that may occur; it was expected that the

operation Bierton Crematorium would help to relieve some of these issues, and also the full reopening of the Slough Crematorium.

**RESOLVED:**

**That the Annual Report for the year ended 31 March 2018 be noted.**

**68 2017/18 FINANCIAL OUTTURN**

Members received a report detailing the financial outturn information for the Chilterns Crematorium for 2017/18. The following key points were made:

- there had been an increase in expenditure relating to staffing;
- substantial expenditure was noted for the Bierton Crematorium project;
- the net operating surplus for the Amersham Crematorium for the year 2017/18 was £1,380,744, and had increased from the previous year;
- the number of cremations at Amersham Crematorium had increased by 3.5%;
- the total value of the general and earmarked reserves as of 31 March 2018 was £6,051,083;
- Members would consider the operating budget for the Bierton Crematorium at their next meeting of the Joint Committee;
- Members noted the current estimated cost position for the Bierton Crematorium and where extra spend had been taken, and that this was within the level of reserves; and
- once the crematorium at Bierton was complete, Members would be in the position from 2019/20 to consider the distribution of surpluses across the constituent authorities, and this would be considered as part of agreeing the 2019/20 budget.

*Councillor G Peart entered the meeting 16.10.*

**RESOLVED:**

- **that the financial outturn position for the year ended 31 March 2018 be noted; and**
- **that the accumulated revenue surplus of the Joint Committee be noted.**

**69 REVISIONS TO THE CONSTITUTION**

Members received a Cabinet report proposing revisions to the constitution of the Chilterns Crematorium Joint Committee. The purpose of the revisions was to ensure that the constitution was fit for purpose now that the Bierton

Crematorium project has progressed. Members noted that the proposed changes would provide more flexibility to the Joint Committee.

The proposed revisions were in tracked changes at Appendix 1. A minor amendment to the address of Aylesbury Vale District Council was noted.

The Joint Committee **RESOLVED** to

**RECOMMEND to Cabinet:**

- 1. that the revised constitution is agreed and adopted, subject to the agreement of the other constituent authorities;**
- 2. that Cabinet recommends to Council that any consequential changes be made to the Council's Constitution; and**
- 3. that authority is delegated to the Head of Legal and Democratic Services to make any necessary minor amendments prior to final adoption.**

**70 CREMATORIUM TELECOMMUNICATIONS LINK UPDATE**

Members received an update on the IT service provided to the Chilterns Crematorium at Amersham.

It was noted that work had been done over recent months to address some of the IT issues that the Chilterns Crematorium had been experiencing whilst new technology was being deployed at the site. The Council would work with new infrastructure provider MLL over the coming months to address some of the issues the crematorium is continuing to face.

The Joint Committee were advised that the site was prone to power cuts owing to its rural nature; this caused IT issues as the computer systems were sensitive to the variability in the power supply. It was noted that the old telecommunication link has been replaced with a fibre telecommunication link, and an Uninterrupted Power Supply (UPS) device would be installed.

**RESOLVED:**

- 1. that the actions taken and that remain underway to resolve the recent connectivity issues at the Chilterns Crematorium be noted; and**

- 2. that the installation of a fibre telecommunication link and the reported estimated costs thereof at the new Bierton Crematorium be agreed.**

## **71 COMMUNICATIONS UPDATE**

Members received a verbal update on the topping out ceremony for Bierton Crematorium that took place on Monday 24 September 2018.

Representatives from the District Councils and Jarvis construction company attended, and the Councillor Smith placed a yew tree branch at the highest point of the construction.

A photographer from the Bucks Herald and a reporter from Mix 96 attended the event. Mix 96 interviewed Councillor Smith and the piece was expected to be broadcast this week. The Council's Communications team also attended and following the event published a video, press release, and updated the Council's social media channels. The video of the ceremony is available via the link below:

<https://www.youtube.com/watch?v=Sd5i4TE0iPo>

Following the topping out ceremony, local residents and funeral directors, ministers and funeral celebrants visited the site to see the progress.

## **72 EXCLUSION OF 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 of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.**

*(Paragraph 3)*

## **73 BIERTON CREMATORIUM PROJECT UPDATE**

Members received an update on the progress of the Bierton Crematorium Project.

Thanks were expressed to the Crematorium Superintendent and the team for their hard work.

**RESOLVED:**

**That the report be noted.**

**The meeting ended at 4.57 pm**