



**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL
MERTHYR TYDFIL COUNTY BOROUGH COUNCIL**

Llwydcoed Crematorium

Minutes of the virtual meeting of the Llwydcoed Crematorium meeting held on Tuesday, 14 December 2021 at 2.00 pm.

County Borough Councillors - Llwydcoed Crematorium Members in attendance:-

Councillor D Isaac (Chair)

Merthyr Tydfil County Borough Councillors

Councillor D Chaplin Councillor J Thomas
Councillor M Colbran

Rhondda Cynon Taf County Borough Councillors

Councillor H Boggis Councillor A Fox

Officers in attendance

Ms L Coughlan, Solicitor
Mr S Preddy, Group Accountant
Mr C Pritchard, Assistant Cemetery Manager/Crematorium Supervisor
Ms J Beer, Assistant Cemeteries Manager

14 Apologies

Apologies for absences were received from County Borough Councillors A. Crimmings, G. Jones and K. Morgan.

15 Declaration of Interest

There were no declarations of interests in matters pertaining to the agenda.

16 Minutes

RESOLVED to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 21st September 2021.

17 REPORT OF THE BEREAVEMENT SERVICE MANAGER

17.1 The Assistant Cemetery Manager informed Members that during the height of the pandemic, an agency administration staff member

was recruited to assist with the increased workload sustained throughout this period and that it was previously agreed to retain the agency staff member and to keep this retention under review, as a precautionary contingency measure.

Members were reminded that at the previous meeting they wished to discuss whether or not they should make this post permanent. However, since the last meeting, a resignation has been received from a permanent member of staff and another post remains unfilled within bereavement services after an interview process, resulting in a slight reorganisation of staffing within the service.

Members learned that coming end of December 2021, they will be in a position to advertise for two permanent administrative posts, one of which is for 30 hours whereby the agency staff member is very keen to apply for the position and the other is for 37 hours, Furthermore, the management team believe that when the two posts are filled, they will have adequate cover across both crematoria.

Following discussions Members **RESOLVED** to retain the administration agency staff member until the new posts can be advertised and filled.

17.2 The Assistant Cemetery Manager provided Members with Statistics and Performance figures relating to the operation of the Crematorium since the last meeting.

Following consideration of the information contained within the report of the Bereavement Manager it was **RESOLVED** to note the Crematorium Statistics.

18 BUDGET MONITORING REPORT FOR 2021/22

Members considered the report of the Treasurer.

Members were provided with information relating to the Period 8 Budget Monitoring Update 2021/22

Following consideration thereof, it was **RESOLVED –**

(1) To note the Report.

(2) To note and approve the Period 8 Budget Monitoring Update 2021/22.

19 Any Other Business

The Committee asked to pass on their thanks to all of the staff who work at Llwydcoed Crematorium for their hard work and commitment over the

last year, which is very much appreciated.

This meeting closed at 2.18 pm

**H. Boggis
Chairman.**