



**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, 2 August 2022 at 2.00 pm.

**County Borough Councillors - Llwydcoed Crematorium Members in attendance:-**

Councillor A Crimmings (Chair)  
Councillor D Isaac (Vice-Chair)

**Merthyr Tydfil County Borough Councillors**  
Councillor M Colbran

**Rhondda Cynon Taf County Borough Councillors**  
Councillor J Elliott    Councillor A Fox  
Councillor G Jones

**Officers in attendance**

Mr P Griffiths, Service Director – Finance & Improvement Services  
Ms J Lewis, Bereavement Services Manager  
Mr C Pritchard, Assistant Cemetery Manager/Crematorium Supervisor  
Ms L Coughlan, Solicitor

**1 APOLOGIES FOR ABSENCES**

Apologies for absences were received from County Borough Councillors K Morgan (Rhondda Cynon Taf County Borough Council) and Councillor J Thomas (Merthyr County Borough Council).

**2 DECLARATION OF INTEREST**

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

**3 TO ELECT A CHAIRMAN**

**RESOLVED** to elect County Borough Councillor A Crimmings as Chair of the Joint Committee for the 2022-23 municipal year.

**4 TO APPOINT A VICE-CHAIRMAN**

**RESOLVED** to appoint County Borough Councillor D Isaac as Vice-Chair of the Joint Committee for the 2022-23 municipal year.

**5 MINUTES**

**RESOLVED** to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 15<sup>th</sup> March 2022.

**6 PROPOSED CALENDAR OF MEETINGS 2022 - 2023**

Members were asked to consider the proposed calendar of quarterly meetings for the Joint Committee for the 2022-23 municipal year.

The Assistant Cemetery Manager reported that he would notify Members with regards to hybrid meeting capabilities.

Following a discussion, it was **RESOLVED** to agree the calendar of meetings for the 2022-23 municipal year.

**7 REPORT OF THE BEREAVEMENT SERVICES MANAGER**

The Bereavement Services Manager provided Members with Statistics and Performance figures relating to the operation of the Crematorium since the last meeting and an update to the agreed improvement works at Llwydcoed Crematorium.

In addition, the Bereavement Services Manager proposed additional works requiring approval from Members to consider installation of CCTV to Llwydcoed Crematorium and introduction of Biodiversity areas at Llwydcoed Crematorium with accompanying information boards.

Following consideration of the information contained within the report of the Bereavement Services Manager it was **RESOLVED**;

1. To note the Statistics and Performance figures contained within the report relating to the operation of the Crematorium since the last meeting; and
2. To note and approve the other works detailed in the report.

**8 DRAFT ANNUAL RETURN FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022 (SUBJECT TO AUDIT), INTERNAL AUDIT REPORT FOR 2021/22 AND PERIOD 3 BUDGET MONITORING UPDATE 2022/23**

The Service Director, Finance and Improvement Services provided Members with information relating to the unaudited Annual Return for the Year Ended 31<sup>st</sup> March 2022, the Internal Audit Final Report 'Llwydcoed Crematorium' issued 23<sup>rd</sup> May 2022 and the Period 3 Budget Monitoring Update 2022/23.

A Member sought clarity around the availability of 2022/23 charges for bereavement services on the Council's website. The Bereavement Services Manager fed back that this position would be checked and an update provided.

Following consideration of the report, it was **RESOLVED –**

- (1) To note the report.
- (2) To note the unaudited Annual Return for the year ended 31<sup>st</sup> March 2022 as presented.
- (3) To note and approve the Internal Audit Final Report.
- (4) To note and approve the Period 3 Budget Monitoring Update 2022/23.
- (5) That the Chairman of the Joint Committee signs the Approval and Certification Section of the Annual Return.

**9 URGENT BUSINESS**

Following discussions, Members **RESOLVED** to send letters to the previous Committee Members, County Borough Councillor H. Boggis of Rhondda Cynon Taf County Borough Council and D. Chaplin of Merthyr Tydfil County Borough Council to thank them for their many years' service to the Committee.

**This meeting closed at 2.21 pm**

**Councillor A Crimmings (Chair).**