

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

**Llwydcoed Crematorium**

Minutes of the meeting of the virtual meeting of the Llwydcoed Crematorium held on Tuesday, 16 March 2021 at 2.00 pm.

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

Councillor H Boggis (Chair)

**Merthyr Tydfil County Borough Councillors**

Councillor M Colbran  
Councillor D Isaac

Councillor J Thomas  
Councillor D Chaplin

**Rhondda Cynon Taf County Borough Councillors**

Councillor A Fox  
Councillor A Crimmings Councillor G Jones

**Officers in attendance**

Ms L Coughlan, Solicitor  
Ms J Lewis, Bereavement Services Manager  
Mr S Preddy, Group Accountant  
Mr C Pritchard, Assistant Cemetery Manager/Crematorium Superintendent

**33 Apologies**

An apology of absence was received from County Borough Councillor K Morgan.

**34 Declaration of Interest**

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

**35 Minutes**

**RESOLVED** to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 8<sup>th</sup> December 2020.

**36 Llwydcoed Cremation Services Fees & Charges 2021-22**

The Group Accountant, Community Services presented the report of the Director Public Health, Protection & Community Services in respect of the cremation and supplementary fees and charges for 2021/22 effective from 1<sup>st</sup> April 2021.

The Joint Committee was advised that it was proposed to freeze all fees and charges for 2021/22 to maintain consistency across both facilities. In

view of the proposal Members were referred to tables 1 and 2 within the report which set out comparison figures for existing fees and charges (where available) at other Crematoria.

Members noted that a pilot scheme has been undertaken during the past year to establish a level of charge or funeral directors offering a direct cremation. It was confirmed that the results of the review by Rhondda Cynon Taf which would establish the cremation fee for the forthcoming year would be reported to the Joint Committee in due course.

In conclusion, the Group Accountant advised of the proposed levels for the supplementary fees and charges for the 2021/22 financial year and as had been the case in past years, additional funding would continue to be provided to enable Burial authorities in Wales to waive any fees in relation to the standard burial or cremation of a child.

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

- (1) To approve the levels for cremation and all supplementary fees and charges for 2021/22.

### **37 Budget Monitoring Report for 2020 - 21 and Draft Revenue Estimates for 2021 - 22**

The Group Accountant, Community Services presented the report, which provided Members with an update on the 2020/21 Budget Monitoring position and the Draft Revenue Estimates for 2021/22.

The Group Accountant provided details of the approved budget, actual expenditure to 28<sup>th</sup> February 2021 and projected outturn figures for 2020/21 outlining the main expenditure variances.

The Group Accountant advised that the surplus of income is due to the impact of COVID-19 and Members noted that the projections for cremation fees have been made based on actuals to date and an estimated number of cremations for March.

Following consideration of the Draft Revenue Estimates for 2021/22, it was **RESOLVED** –

- (1) To note the 2020-21 Budget Monitoring position.
- (2) To approve the draft Revenue Estimates for 2021-22.

### **38 REPORT OF THE BEREAVEMENT SERVICES MANAGER**

In her report, the Bereavement Services Manager provided Members with Statistics and Performance figures relating to the operation of the Crematorium since the last meeting. Contained within the report was an update regarding the facilities at the Crematorium such as the buildings, grounds and Broadband provision required for the live streaming of services.

In addition, the Bereavement Manager requested that the Joint Committee

consider whether to retain the current member of Agency staff who had been appointed to assist with the increased workload as a result of Covid-19. For information, Members were advised of the current staffing levels and the downward trend in the number of cremations. The Bereavement Manager added that should members wish to retain the staff member this arrangement could be reviewed at the next appropriate meeting of the Joint Committee.

Following consideration of the information contained within the report of the Bereavement 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 retain the additional member of Agency staff until further review at the next meeting of the Joint Committee.

### **39 PROPOSED CALENDAR OF MEETINGS FOR 2021 - 22**

Members were asked to consider the proposed calendar of quarterly meetings for the Joint Committee for the 2021-22 Municipal Year.

It was noted that the meetings can be held virtually or at the Civic Offices of Merthyr Tydfil County Borough Council in line with the provisions set within the Local Government & Elections (Wales) Act 2021 in respect of virtual and hybrid meetings.

Following a discussion, it was **RESOLVED** to agree the calendar of meetings for the 2021-22 Municipal Year.

**This meeting closed at 2.32 pm**

**Cllr H Boggis  
Chairman.**