

**North East Surrey Crematorium Board**

**11 September 2018**

**10.00 am at the**

**Civic Offices, St Nicholas Way, Sutton, SM1 1EA**

To all members of the North East Surrey Crematorium Board:-

Chair: Councillor Michael Ryder, London Borough of Wandsworth  
Vice-Chair Councillor Marsie Skeete, London Borough of Merton

Members: Councillor Pauline Cowper, London Borough of Merton  
Councillor David Simpson CBE, London Borough of Merton  
Councillor Rosemary Birchall, London Borough of Wandsworth  
Councillor Terry Walsh, London Borough of Wandsworth  
Councillor Tony Belton, London Borough of Wandsworth  
Councillor Graeme Henderson, London Borough of Wandsworth  
Councillor Jean Crossby, London Borough of Sutton  
Councillor Vincent Galligan, London Borough of Sutton  
Vacancy, London Borough of Sutton

Clerk to the Board  
Civic Offices  
St Nicholas Way  
Sutton  
SM1 1EA

Friday, 31 August 2018

Enquiries to: Sharon Major, Clerk to the Board Tel: 020 8770 4990, Email:  
[committeeservices@sutton.gov.uk](mailto:committeeservices@sutton.gov.uk)

Copies of reports are available in large print on request

# AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of the last meeting** 5 - 8

To approve as a correct record the Minutes of the meeting held on 12 June 2018.
- 4. Report of the Surveyor** 9 - 30

This report is to provide an update to the board on activities in the quarter to September 2018 relating to the management agreement between North East Surrey Crematorium Board and Wandsworth Council. The day to day management responsibilities are carried out on behalf of the Council by Enable Leisure and Culture.
- 5. Report of the Treasurer** 31 - 38

This report is to provide an update to the Board on the performance against the Management Agreement Annual Budget as approved in December 2017 and to provide an update to the Board on the latest Interim Accounts.
- 6. Annual Review of Risks** 39 - 48

This report is to provide an update to the annual review of risks and a documented approach to risk management.
- 7. Update on Progress with Actions from Annual Review of Internal Control Report** 49 - 72

This report is to provide an update to the Board on the progress made with the actions from the Annual Review of Internal Control, as reported by the Treasurer on 12 June 2018.
- 8. Exclusion of the press and public**

The following motion should be moved, seconded and approved if the committee wishes to exclude the press and public to deal with reports revealing exempt information:

“That the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 Schedule 12A of the Local Government Act 1972.”

**9. Any urgent items brought forward at the discretion of the Chair**

The Chair must approve the reason for urgency.

**10. Date of next meeting**

The next meeting of the Board will take place on 4 December 2018 at 10 am at Civic Offices, St Nicholas Way, Sutton, SM1 1EA.