

NORTH EAST SURREY CREMATORIUM BOARD

Minutes of the Meeting held at Civic Offices, St Nicholas Way, Sutton on 15 April 2015 at 10.30 am

- MEMBERS (*absent)** Merton: Councillors Philip Jones, Brian Lewis-Lavender* and Geraldine Stanford*.
- Sutton: Councillors Vincent Galligan, Tony Shields* and Paul Wingfield.
- Wandsworth: Councillors Claire Clay*, Sallyann Ephson, Candida Jones, Piers McCausland* and Mike Ryder.
- OFFICERS** Clive Andrews (Bereavement Services Manager – Wandsworth)
Mark Ferguson (Project Officer Surveying)
Paul McCue (Surveyor)
Jean Stevenson (Treasurer)
Susanne Wicks (Clerk)

30. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Brian Lewis-Lavender, Geraldine Stanford, Tony Shields, Claire Clay and Piers McCausland.

31. DECLARATIONS OF INTEREST

No declarations of interest were made.

32. APPOINTMENT OF CLERK TO THE COMMITTEE

RESOLVED: To appoint Susanne Wicks as clerk to the committee.

33. REPLACEMENT OF CREMATORS – AWARD OF CONTRACT

RESOLVED: 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.

34. REPLACEMENT OF CREMATORS - AWARD OF CONTRACT

The Board discussed in depth the decision to award the contract to replace the cremator, and asked questions of the officers regarding the tender process and evaluation of the three bidders.

A vote took place and five councillors voted in favour of awarding the contract to Facultatieve Technologies. Councillor Candida Jones voted in favour of awarding the contract to a different contractor.

RESOLVED: To award the contract to replace the cremator to Facultatieve Technologies.

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Councillor Candida Jones questioned the fairness of imposing a surcharge on larger coffins and asked if reductions were applied for smaller coffins. Jean Stevenson advised that a lower rate is charged for children under twelve, and Clive Andrews advised that Funeral Directors often waive their fees. Mark Ferguson advised that the new equipment will enable more efficient monitoring of usage and cost incurred. It was agreed that this issue should be considered as part of the review of fees and charges, scheduled for December 2016.

Councillor Philip Jones sought reassurance that the installation of the new equipment will be properly managed to minimise disruption to the service. Clive Andrews advised that local Funeral Directors will be advised of the installation, and that capacity will be affected, but in the longer term, service will improve. Mark Ferguson advised that monthly progress meetings will take place onsite, and minutes of those meetings can be made available to the Board, should they wish.

35. DATE OF NEXT MEETING

The next meeting will take place on 9 June 2015. If taking place at North East Surrey Crematorium it will commence at 9.30 am. If taking place at Sutton Civic Offices it will commence at 10 am.

The meeting ended at 11.30 am

Chair:

Date: