

**NORTH DEVON COUNCIL**

Minutes of a meeting of North Devon Crematorium Joint Committee held as a Virtual - Online meeting on Friday, 7th August, 2020 at 2.30 p.m.

PRESENT: Representing North Devon Council

Councillors Bulled, Cann (for minutes (40) to (43)), Y. Gubb, Lovering, and Phillips

Representing Torridge District Council

Councillors Christie, J. Gubb, Harding, Inch (Chairman) (for minute (43) only) and Pennington

Officers:

Treasurer, Secretary and Accountant.

**37. APPOINTMENT OF CHAIR**

In the absence of the Chairman and Vice Chairman, Councillor Christie was appointed to Chair the meeting.

**38. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Davis and Inch (who would be late)

**39. TO APPROVE THE CORRECT RECORD OF THE MINUTES OF THE MEETING HELD ON 19TH JUNE 2020 (ATTACHED)**

(i) RESOLVED that the minutes of the meeting held on 19<sup>th</sup> June 2020 (previously circulated) be approved as a correct record and signed by the Chairman.

(ii) Matters Arising – There were no matters arising

The Vice Chairman Councillor Cann joined the meeting and took the Chair

**40. DECLARATIONS OF INTEREST**

There were no declarations of interest declared

**41. CREMATORIUM MATTERS**

The Joint Committee considered a report by the Crematorium Manager (previously circulated).

i) Solar Panels

It was noted that due to the Covid 19 crisis there had been no developments

ii) Achievements

It was noted:

- a) That the Aspen Flower area had been completed and was available for use.
- b) That the crematorium now had five beehives, three of which were this year's swarm.

iii) Covid Crisis Update

It was noted:

- a) The crematorium had not had any cases for 4-weeks (report submitted 22.7.2020).
- b) That Government advice regarding places of worship did not relate to the crematorium but did trigger a review of risk assessments. This resulted in the retention of singing as it was recognised the measures and facilities were sufficient to manage the risk.
- c) That the situation was constantly monitored, and previous measures would be re-instated if necessary.
- d) That the current measures were likely to remain in place for the medium term and the Aspen Chapel would be unavailable until the next financial year.

iv) Metals Recycling Charity Award

It was noted that £10,000 had been awarded to Over and Above (maternity bereavement suite) and the cheque presented by the Chairman and Councillor Lovering on 22<sup>nd</sup> July. Clarity had been nominated for the next award (January 2021) as previously reported and the subsequent nomination list was:

Calvert Trust  
Over and Above (Cancer & Wellbeing Centre)  
Families in Grief

North Devon Children's Holiday Foundation  
North Devon Hospice  
Cruse  
Children's Hospice SW  
Over and Above (North Devon Hospital – Maternity Unit Bereavement Suite)  
Clarity

That no further additions would be considered prior to February 2022.

v) Crematorium Figures

The Cremation figures were noted and that the average delay from death to service was currently 16 days.

vi) Garden Improvements 2020/21

It was noted that it was hoped to re-start the approved garden projects in the next few weeks as contractors resumed working.

The cover for the Rowan exit would be reviewed, as the long-term use of the chapel made the work difficult, unless weekend working could be secured.

vii) Larkbear Development – Traffic Management

It was noted:

- a) That the Crematorium Manager had reported concerns regarding the traffic measures to the NDC Policy Development Committee on 16<sup>th</sup> July. A strong view had been expressed that a 2-route access to the crematorium must be maintained, at all times as the single-route via Gratton Way was untenable.

It had been suggested that a time of day restriction on Old Torrington Road would minimise rush-hour traffic whilst allowing mourners and the hearse access during the day. The proposed access to the link road, which was some years from fruition, would create a second route and allow a review of the Old Torrington Road route.

- b) That the small strip of land needed by Devon County Council for the proposed pavement widening in the vicinity of the crematorium site was available to sell or transfer to their ownership once they applied.

viii) Christmas/New Year

It was noted that subject to any pandemic developments it was expected to close on Christmas and New Year's Eves

**42. PERFORMANCE MONITORING QUARTER 1 2020/21.**

The Joint Committee considered and noted a report by the Treasurer (previously circulated) regarding the performance for Quarter 1 April to June 2020/2021.

The Chairman, Councillor Inch joined the meeting and took the Chair

The Committee again expressed its thanks to the Crematorium Manager and staff for their continued work during the current difficult times.

**43. DATES OF FUTURE MEETINGS**

The following dates for future meetings were noted:

Friday 6<sup>th</sup> November 2020 at 2.30 p.m.

Friday 5<sup>th</sup> February 2021 at 2.30 p.m.

Chair

The meeting ended at 2.55 pm