



North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

M. Mansell, BSc (Hons),
F.C.P.F.A.
Chief Executive.

NORTH DEVON CREMATORIUM JOINT COMMITTEE

A meeting of the North Devon Crematorium Joint Committee will be held in the Crematorium Meeting Room - North Devon Crematorium on **FRIDAY, 5TH JULY, 2019 at 2.30 pm.**

Members of the North Devon Crematorium Joint Committee

Representing North Devon Council

Councillors Bulled, Cann, Davis, Gubb, Lovering, Phillips and Walker

Representing Torridge District Council

Councillors Gubb, Harding, A. Inch and Pennington (1 Vacancy)

AGENDA

1. Appointment of Chairman 2019/20 (Torridge District Council Member)
2. Apologies for absence
3. Appointment of Vice Chairman 2019/20 (North Devon Council Member)
4. To approve the correct record of the minutes of the meeting held on 15th February 2019
5. Items brought forward by the Chairman
6. Declarations of Interest
7. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information)

PART 'A'

8. **Crematorium Matters** (Pages 5 - 6)
Report by the Crematorium Manager (attached)
9. **Outturn 2018/19** (Pages 7 - 8)
Report by Treasurer (attached)
10. **Dates of Future Meetings**

To note the following dates previously agreed:

Friday 9th August 2019 @ 2.30 p.m.

Friday 8th November 2019 @ 2.30 p.m.

Friday 7th February 2020 @ 2.30 p.m.

PART 'B' (CONFIDENTIAL RESTRICTED INFORMATION)

Nil.

**If you have any enquiries about this agenda, please contact Corporate and
Community Services, telephone 01271 388253**

Date Not Specified



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.