



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

K. Miles.  
Chief Executive.

### **NORTH DEVON CREMATORIUM JOINT COMMITTEE**

A meeting of the North Devon Crematorium Joint Committee will be held in the North Devon Crematorium on **FRIDAY, 9TH AUGUST, 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. Apologies for absence
2. To approve the correct record of the minutes of the meeting held on 5th July 2019 (attached). (Pages 5 - 8)
  - (a) Matters arising.
3. Items brought forward by the Chairman
4. Declarations of Interest
5. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information)

#### **PART 'A'**

6. **Crematorium Matters.** (Pages 9 - 12)  
Report by the Crematorium Manager (attached).
7. **Performance Monitoring Quarter 1 2019/20.** (Pages 13 - 14)  
Report by the Treasurer (attached).

#### **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**.

