



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 Crematorium Meeting Room - North Devon Crematorium on **FRIDAY, 4TH FEBRUARY 2022 at 2.30 pm.**

Members of the North Devon Crematorium Joint Committee

Representing North Devon Council

Councillors Bulled, Cann, Davis, Y. Gubb, Lovering, Phillips and Walker (Chair)

Representing Torridge District Council

Councillors Christie (Vice-Chair), J. Gubb, Hurley, Inch and Pennington

AGENDA

1. Apologies for absence
2. To approve the correct record of the minutes of the meeting held on 5 November 2021 (Pages 5 - 8)
(attached).

(a) Matters Arising
3. Items brought forward which, in the opinion of the Chair, should be considered by the meeting as a matter of urgency
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 3 2021/22** (Pages 13 - 14)
Report by Treasurer (attached).
8. **2022 to 2023 Budget, Fees and Charges Report** (Pages 15 - 24)

Report by Treasurer (attached).

9. **To note that the next Crematorium Joint Committee meeting will be on Friday 10th June 2022 at 2.30 p.m.**

10. **Exclusion of Public and Press and Restriction of Documents**

RECOMMENDED;

(a) That under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item as it involves the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act (as amended from time to time) namely information relating to the financial or business affairs of any particular person (including the authority holding the information), and;

(b) That all documents and reports relating to the item be confirmed as 'Not for Publication'.

PART 'B' (CONFIDENTIAL RESTRICTED INFORMATION)

11. **Business Opportunity: Update.** (Pages 25 - 26)

Report by Crematorium Manager (attached).

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

27.01.22

NOTE: Local Government (Access to Information) Act 1985

In addition to any document specifically mentioned, reports included in this Agenda will have been prepared with reference to any or all of the following:

1. All relevant statutory provisions.
2. All relevant Government circulars and ministerial advice.
3. All relevant adopted policies of the Council.
4. Capital Works Programme.
5. Current Estimates.
6. Standing Orders
7. Consultants' opinion and advice.
8. Published works relevant to the subject of the report.



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**.

