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(b) That all documents and reports relating to the item be confirmed as 'Not for Publication'.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



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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.

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NORTH DEVON COUNCIL

Minutes of a meeting of North Devon Crematorium Joint Committee held at Crematorium Meeting Room - North Devon Crematorium on Friday, 5th November, 2021 at 2.30 pm

PRESENT: Members Representing North Devon Council:

Councillors Bulled, Cann, Y. Gubb, Lovering and Phillips

Members Representing Torridge District Council:

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

Officers:

Crematorium Manager, Treasurer, Secretary and Accountant.

16. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Davis, Inch and Walker.

17. TO APPROVE THE CORRECT RECORD OF THE MINUTES OF THE MEETING HELD ON 6 AUGUST 2021

- (i) RESOLVED that the minutes of the meeting held on 6th August 2021 (previously circulated) be approved as a correct record and signed by the Chairman.
- (ii) Matters Arising. There were no matters arising.

18. DECLARATIONS OF INTEREST

There were no declarations of interest declared.

19. CREMATORIUM MATTERS

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

i) Covid Crisis Update

It was noted:

That the Aspen Vestry had been re-opened and providing changing facilities without access to staff only areas. Singing was now permitted and the waiting rooms re-

opened. Services of more than 200 people were now permitted by allowing Aspen to be used (if booked) as an overflow.

The national and local situation would be closely monitored to establish whether any changes in restrictions (increase or relax) were appropriate.

ii) Achievements

It was noted:

That several of North Devon District Council meetings had taken place in the Rowan Chapel with webcasting to enable remote public access. This had proven very successful. The sound system was also looking to be improved to attract other users.

iii) Staffing

It was noted:

That the part-time bereavement administrator post had been filled and the new staff member started on 11th October.

The lead gardener had resumed on a part-time basis. In light of the seasonal demands there was sufficient cover and the situation would be reviewed in the coming months.

iv) Metals Recycling Charity Award

It was noted:

That Over and Above (Cancer & Wellbeing Centre) had been proposed for the next award (due December 2021).

Subsequent nomination list:

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

Calvert Trust

Over and Above (Cancer & Wellbeing Centre)

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

Councillor Lovering stated that the Maternity Unit Bereavement Suite had now been delivered and suggested that subsequent funding could be used for the provision of Bereavement Memorial boxes instead.

v) Crematorium Figures

The Cremation figures were noted and the Cremation figure for October 2021 was 119.

vi) Garden Improvements

It was noted:

That the Rowan exit sails work had commenced on 24th August with the installation of the concrete pads. The steel supports would be installed shortly and at that point the sails would be ordered.

vii) Larkbear Development – Traffic Management

It was noted that the Crematorium Manager had written to the Highways Department of Devon County Council on 16th September (copy previously circulated) seeking involvement in the implementation phase as requested by the Joint Committee. To date no formal response had been received.

The Crematorium Manager reported that he had received notification the next Highways and Traffic Orders Committee (HATOC) meeting was on 22nd November 2021 and the further comments of the Joint Committee would be added to the Committee report.

It was suggested that the Crematorium Manager should attend the HATOC meeting.

20. PERFORMANCE MONITORING QUARTER 2 2021 TO 2022

The Joint Committee considered and noted a report by the Treasurer (previously circulated) regarding the performance for Quarter 2 April to September 2021/2022.

It was suggested that if the projected return did materialise a further option to fund the deficit could be to reduce the distribution of funds to the two authorities.

21. TO NOTE THAT THE NEXT CREMATORIUM JOINT COMMITTEE MEETING WILL BE ON FRIDAY 4 FEBRUARY 2022 AT 2.30 P.M.

It was noted that the next meeting would be on Friday 4th February 2022 at 2.30 p.m.

The following dates of meetings for 2022/23 were agreed:

10th June 2022
5th August 2022
4th November 2022
3rd February 2023

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North Devon Crematorium Joint Committee - 5 November 2021

Chair

The meeting ended at 2.58 pm

4th February 2022

Crematorium Matters – Manager’s Report

Covid Crisis Update

Mourner numbers were kept at 162 during the latest surge in cases and mask wearing strongly encouraged through on-screen messaging.

Achievements

The Music/Webcast system contract has been re-tendered as it had reached the 4-year term. The outcome of the process should be known by the date of the meeting.

Metals Recycling Charity Award

The Over and Above (Cancer & Wellbeing Centre) has been awarded £15,000, paid on 8th December 2021. A cheque presentation by Councillor Walker with associated press release was made on 13th December. As yet the next round of nominations has not opened. Subsequent nomination list:

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

Calvert Trust

Over and Above (Cancer & Wellbeing Centre)

Applications have been received for consideration to be included on the list of charities from:

Alzheimer’s Society – Devon & Cornwall Branch. There are 13,000 dementia sufferers in Devon County Council area. The society has 8 support staff in North Devon who directly support sufferers and their families. Helping link with GPs, support groups and hospices. They help carers adjust to their new life with their loved one and the caring responsibilities as well as supporting both at the end of life stage and after bereavement.

A pilot scheme is also running in Bideford & Northam Surgeries to offer enhanced support with the Older Peoples Mental Health Team bringing support within 4-weeks of diagnosis. Support is also offered to local memory cafes and helping Bideford Town Council Councillors to become ‘Dementia Friends’.

Target Ovarian Cancer. They offer a support line with trained specialist nurses where people ring up about all sorts of issues from their diagnoses to treatment but also, we have a lot of family members ring up when they are bereaved after the loss of a family member to ovarian cancer. In the previous 12 months the charity has provided bereavement support to 23 families in the North Devon/Torrige area.

Over and above – Currently supported with 2 awards (Fern Centre & the Maternity Bereavement Suite). Whilst the suite has been completed, the staff (midwifery students, midwives, doctors and maternity care assistants) require specialist training. The training is supplied by SANDS (Sudden

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Infant and Neonatal Death Society) and includes topics including: how to deliver the news, how to support a family, how to support your colleagues, what memories are made, effective communication, informed choice, pregnancy following loss, signposting ongoing support.

In addition, the Fern centre is enhancing its children’s counselling service and this will require additional training for staff. It is requested support continue as a separate award specifically for the increased training requirements whilst retaining the Fern Centre running costs separately.

North Devon Against Domestic Abuse (NDADA). Offers a variety of support including the services of an Independent Domestic Violence Advisor (IDVA) to support victims through the criminal and civil justice system. Their counselling provision supports those victims of abuse, and that can include counselling for those experiencing complex grief. That occurs when a perpetrator of domestic abuse dies or takes their own life, as whilst that may mean the abuse “ends” there are a lot of confusing emotions including (victim) guilt and long-term damage that needs expert support by our specially trained team. There may also be several people from the same family who are receiving counselling and one of those family members may take their own life, and whilst there are other bereavement counselling services in Devon, it needs a knowledge of domestic abuse to help with understanding the complexities of their grief.

Young Lives Vs Cancer. Supports children and young adults (0-25) following a cancer diagnosis. In the last 12 months has supported 14 North Devon families. Most diagnosis and treatment is in Bristol and they offer grants to cover travel and accommodation costs (£4,800 in last year). They maintain accommodation for families (sometimes for weeks at a time) and offer a wide range of support and counselling to children and families through their treatment and preparation for dying where that is the likely outcome. The care teams offer home visits and run support groups and memory days.

Cremation Figures

| | 2012-2013 | 2013-2014 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------|
| April | 102 | 161 | 125 | 139 | 163 | 117 | 150 | 121 | 174 | 124 |
| May | 123 | 117 | 135 | 118 | 126 | 138 | 136 | 137 | 136 | 103 |
| June | 116 | 102 | 123 | 143 | 125 | 129 | 127 | 127 | 126 | 110 |
| July | 111 | 121 | 106 | 111 | 126 | 142 | 133 | 128 | 136 | 123 |
| Aug | 106 | 117 | 100 | 109 | 114 | 120 | 106 | 118 | 118 | 116 |
| Sept | 104 | 107 | 122 | 127 | 121 | 127 | 106 | 114 | 121 | 131 |
| Oct | 101 | 98 | 125 | 140 | 127 | 137 | 132 | 129 | 120 | 119 |
| Nov | 129 | 96 | 120 | 108 | 157 | 135 | 127 | 115 | 149 | 131 |
| Dec | 100 | 98 | 120 | 128 | 123 | 131 | 119 | 113 | 141 | 122 |
| Jan | 159 | 164 | 142 | 131 | 158 | 182 | 169 | 147 | 176 | 139E |
| Feb | 121 | 116 | 154 | 136 | 137 | 175 | 143 | 133 | 136 | |
| Mar | 144 | 127 | 157 | 151 | 162 | 164 | 145 | 143 | 141 | |
| Total | 1416 | 1424 | 1529 | 1541 | 1639 | 1697 | 1593 | 1525 | 1674 | |

Garden Improvements

Rowan Exit Sails: Steel supports have been installed and sails ordered.

Larkbear Development – Traffic Management

Following representations by the Crematorium Manager it was agreed that the new camera-enforced bus gate in Old Torrington Road be made 'one-way', permitting crematorium (all) traffic to approach using the existing route as well as Gratton Way whilst having to depart via Gratton Way only.

This was however subject to either traffic calming or a 20mph speed limit along Old Torrington Road being implemented. The funding status for the speed limit change or traffic calming remains unclear as is the consequence if funding was not made available by Devon County Council.

In light of the access benefits for Funeral Directors, the cortege and mourners the Joint Committee may wish to consider if financial support is appropriate in the event a lack of funding risks jeopardising the agreed change to one-way operation only.

Phase B Works (Garage Store/Memorial Room)

On 15th February 2019 the Joint Committee agreed to proceed with Phase B works (demolish garages and rebuild storage in bungalow garden).

Staff changes combined with difficulties during Covid have delayed the works. The new Surveyor has reviewed the project. In light of the underground services within the works area he has proposed that the site for the new storage be within the existing bulk-materials area (upper car-park) and that the hearse waiting area be placed at the entrance using part of the ground cleared by the garage demolition.

A consultancy firm has been asked to report the likely costs and outline proposals which will be available at the meeting for consideration.

In the event there are residual funds, the Surveyor hopes to identify possible funding sources for a site survey for solar panels on Rowan Chapel roof and possibly grants towards the installation.

Children's Funeral Fund

The cost of providing funeral services for the under 18s (including stillbirth) has been claimed from the Government Children's Funeral Fund and this year has resulted in a total of approximately £6,200 being recovered and another £2,300 pending (11 services).

The Joint Committee previously requested that this be reported for consideration regarding the most appropriate use of the income.

The lead gardener has identified modest enhancements to the children's area and the failing natural pond for consideration. Costs and proposals will be produced at the meeting for consideration.

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NORTH DEVON CREMATORIUM JOINT COMMITTEE

4th February 2022

REPORT OF TREASURER

PERFORMANCE MONITORING QTR 3 2021/2022

1. INTRODUCTION

1.1. This report presents the financial performance information for April to December 2021/2022.

2. RECOMMENDATIONS

2.1. It is recommended that the performance for April to December 2021/2022 be noted.

3. REPORT

3.1. A summary of the Expenditure and Income for the period April to December is shown below together with the Original and Profiled Estimates. Also shown is the projected outturn and projected outturn variance.

3.2.

| | Original Budget 2021/22 | Profiled Budget (Apr-Dec) | Actual Apr-Dec | Variance (under)/over | Projected Outturn | Projected Outturn Variance |
|--------------------------------------|--------------------------------|----------------------------------|-----------------------|------------------------------|--------------------------|-----------------------------------|
| | £ | £ | £ | £ | £ | £ |
| Premises | 185,370 | 139,028 | 116,662 | (22,366) | 193,038 | 7,668 |
| Transport | 1,000 | 750 | 179 | (571) | 239 | (761) |
| Supplies & Services | 224,000 | 168,000 | 129,693 | (38,307) | 188,192 | (35,808) |
| Central Support/Employees | 316,430 | 237,322 | 229,337 | (7,985) | 307,717 | (8,713) |
| Total Expenditure | 726,800 | 545,100 | 475,871 | (69,229) | 689,186 | (37,614) |
| Fees | 1,147,700 | 860,775 | 822,822 | (37,953) | 1,122,153 | (25,547) |
| Sales | 90,680 | 68,010 | 58,687 | (9,323) | 78,250 | (12,430) |
| Interest | 650 | 488 | 165 | (323) | 220 | (430) |
| CAMEO* | 4,000 | 3,000 | 4,202 | 1,202 | 4,202 | 202 |
| Miscellaneous | 0 | 0 | 1,295 | 1,295 | 1,727 | 1,727 |
| Total Income | 1,243,030 | 932,273 | 887,171 | (45,102) | 1,206,552 | (36,478) |
| Cont to Equip Replacement Res | 100,000 | 75,000 | 75,000 | 0 | 100,000 | 0 |
| Distribution NDC | 249,740 | 187,305 | 187,305 | 0 | 249,740 | 0 |
| Distribution TDC | 166,490 | 124,868 | 124,868 | 0 | 166,490 | 0 |
| Surplus / (Deficit) | 0 | 0 | 24,127 | 24,127 | 1,136 | 1,136 |

* Crematoria Abatement of Mercury Emissions Organisation

3.3. Qtr 3 is showing expenditure £69,229 under the profiled budget and income is £45,102 lower than the profiled budget giving a total net variance of £24,127 surplus. The

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projections for the year are predicting expenditure £37,614 under budget and income £36,478 lower than budget producing a net variance of £1,136 surplus.

3.4. The main budget variances are discussed below:

- 3.4.1. **Premises** – Spend in Qtr 3 is significantly under budget due to lower maintenance spend. However, it is expected to be spent for the full year and may well exceed the budget due to additional plant maintenance.
- 3.4.2. **Supplies & Services** – The underspend relates to various budget underspends including Organist Fees, Medical Referees, memorial purchases, non recoverable Vat, printing and Computer Software. Some of this relates the reduced number of services.
- 3.4.3. **Central Support/Employees** – The underspends relate to timing differences of filling vacant posts.
- 3.4.4. **Income** – Income from cremation fees is lower than the profiled budget and full year projection due to the reduced number of services. Income from memorial sales is also lower than the profiled budget and the full year projection. Interest receivable is lower due to the low interest rates.
- 3.4.5. The receipt from CAMEO was £4,202 compared to the budget of £4,000.
- 3.4.6. If the projected outturn does materialise there will be a small surplus of £1,137. This can be transferred to one of the reserves below.

3.5. Reserves and balances. The current amounts held by the joint crematorium committee and projected balances are:

| | Capital Funding Reserve | Equipment Replacement Reserve | General Reserve |
|---|--|--|----------------------------|
| | £ | £ | £ |
| Balance 31 st March 2021 | 384,267 | 495,480 | 100,000 |
| Contribution 2021/22 | 0 | 100,000 | 0 |
| Projected Balance 31st March 2022 | 384,267 | 595,480 | 100,000 |

The balance in the Capital Funding Reserve will be available for the Phase B project, demolishing the garage/memorial hall.

These reserve figures do not include the projected surplus identified in 3.2 above of £1,137.

Mark Knight
20th January 2022

NORTH DEVON CREMATORIUM JOINT COMMITTEE

4th February 2022

REPORT OF TREASURER

BUDGET 2022/2023

1. INTRODUCTION

- 1.1. This report forecasts the final estimated position for 2021/22 and recommends the budgets for 2022/2023 for consideration by the Joint Committee.

2. RECOMMENDATIONS

2.1. The Joint Committee is recommended to:

- 2.1.1. Approve the basic cremation charge of £750 or any other amount as deemed appropriate by the Joint Committee for 2022/2023 as detailed in paragraph 6.1.
- 2.1.2. Approve the 2022/2023 Budgets as set out in paragraph 3 of the report.
- 2.1.3. Approve the other fees and charges as detailed in paragraph 6.2 and Appendix B.
- 2.1.4. Approve the distribution of surpluses for 2021/22 of £416,230 to the constituent authorities as set out in table 3 and 7.2. £249,740 to North Devon Council and £166,490 to Torridge District Council.
- 2.1.5. Approve the transfer of £100,000 to the Equipment Replacement Reserve.

3. BUDGET SUMMARY

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| | Actual 2020/2021 £ | Budget 2021/2022 £ | Probable 2021/2022 £ | Budget 2022/2023 £ |
|--|--------------------------|--------------------------|----------------------------|--------------------------|
| Premises | 290,177 | 185,370 | 193,038 | 188,370 |
| Transport | 439 | 1,000 | 239 | 750 |
| Supplies & Services | 222,242 | 224,000 | 188,192 | 215,500 |
| Central Support & Employees | 308,642 | 316,430 | 307,717 | 332,130 |
| Total Expenditure | 821,500 | 726,800 | 689,186 | 736,750 |
| Fees | 1,216,507 | 1,147,700 | 1,122,153 | 1,163,150 |
| Sales | 83,892 | 90,680 | 78,250 | 85,680 |
| Interest | 517 | 650 | 220 | 650 |
| CAMEO* | 5,544 | 4,000 | 4,202 | 3,500 |
| Miscellaneous | 1,189 | 0 | 1,727 | 0 |
| Total Income | 1,307,649 | 1,243,030 | 1,206,552 | 1,252,980 |
| Contribution to Equipment Replacement Res | 95,480 | 100,000 | 100,000 | 100,000 |
| Distribution NDC | 208,608 | 249,740 | 249,740 | 249,740 |
| Distribution TDC | 139,072 | 166,490 | 166,490 | 166,490 |
| Surplus/(Deficit) | 42,989 | 0 | 1,136 | 0 |

* Crematoria Abatement of Mercury Emissions Organisation

4. PROBABLE ESTIMATE 2021/22

- 4.1. The probable estimate for 2021/22 predicts a surplus of £1,136 after the surplus distribution is made to the two constituent authorities.

5. ESTIMATES 2022/2023

- 5.1. No general inflationary increase has been applied to the 2022/23 expenditure budgets.
- 5.2. All budgets have been reviewed and set in line with current activity and anticipated future spend.
- 5.3. For the purpose of the 2022/23 budget the estimated number of cremations has been reduced from 1,550 to 1,525.

6. FEEES AND CHARGES 2022/2023

- 6.1. It is proposed to increase the cremation fee to £750 for 2022/23. The proposed charge of £750 represents an increase of 2.7%. The current prices for neighbouring crematoria are detailed in Appendix A of this report.
- 6.2. The proposed fees and charges for 2022/23 are attached in Appendix B. Fees and charges have been increased by 2% or other amount's as considered appropriate by the Crematorium Manager. No change to Webcast/Tribute Services. The current fees for 2021/22 have been included for comparison.

7. DISTRIBUTION OF SURPLUSES

- 7.1. The 2022/23 budget allows for £416,230 to be distributed to the constituent authorities.
- 7.2. It is proposed that the surpluses to be distributed in respect of 2021/22 are £249,740 to North Devon Council and £166,490 to Torridge District Council.

8. RESERVE TRANSFER

- 8.1. The estimate allows for a transfer to the Equipment Replacement Reserve of £100,000 at the end of the 2022/23 financial year.
- 8.2. A working balance of £100,000 would be maintained, which is sufficient in light of the risks facing the Crematorium.
- 8.3. Projected funds available in the Capital and General Reserves are detailed below:

| | 31 st March 2021 | Projected 31 st March 2022 | Projected 31 st March 2023 |
|---------------------------|-----------------------------|---------------------------------------|---------------------------------------|
| | £ | £ | £ |
| Capital Funding Reserve | 384,267 | 384,267 | 384,267 |
| Equipment Replacement Res | 495,480 | 595,480 | 695,480 |
| General Reserve | 100,000 | 100,000 | 100,000 |

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| | | | |
|--|----------------|------------------|------------------|
| | 979,747 | 1,079,747 | 1,179,747 |
|--|----------------|------------------|------------------|

- 8.4 These figures do not include the projected surplus identified in 3 above of £1,136.
- 8.5 The Capital Funding Reserve was set up to fund capital projects within the crematorium. The remaining balance will be available for Phase B (Garage/Memorial Hall).
- 8.6 The Equipment Replacement Reserve has been established to set aside resources to ensure that sufficient funds are available when the cremators and filtration equipment reach the end of their useful life, and also to provide the funding for hearth replacements and cremator re-linings when required. The level and contributions to the reserves will be monitored to ensure the reserve is adequate to cover future needs.

Mark Knight
20th January 2022

| Crematorium | Cremation Fee | Direct Cremation Fee | Extra Service time | Early (or late) Service Fee | Fee includes (show fee where extra) | Anticipated date For price increase And new fees |
|--------------------|-------------------------|--------------------------------------|--|--|---|---|
| Torbay | £1010 (45 min slot) | £650 (unattended) | £400 (additional 40 mins) | N/A | <ul style="list-style-type: none"> • Urn • Environment fee • Use of organ • Music system • Disposal ashes • Medref fee • Chapel Att | September 2022 Torbay offer extensive W/E Services. No organist |
| Bodmin | £999 (60 min slot) | £675 (attended) £499 (unattended) | 50% of full fee | £850 (9.30 service only) | <ul style="list-style-type: none"> • Urn • Environment fee • Music system • Disposal ashes • Medref fee • Chapel Att | May 2022 Glynn Valley also provides W/E Services No organist |
| Exeter | As Bodmin Dignity Owned | | | | <ul style="list-style-type: none"> • Urn • Environment fee • Music system • Disposal ashes • Medref fee • Chapel Att | No organist |
| East Devon | £895 (45 min slot) | £550 (unattended) | £335 (additional 30 mins) £450 (additional 45 mins) | £700 (9.30am or 4pm 20 min service) | <ul style="list-style-type: none"> • Urn • Environment fee • Music system • Disposal ashes • Medref fee • Chapel Att | April 2022 East Devon provides W/E & BH Services No organist |
| Taunton | £845 | £515 (unattended) | £1,045 (1hr slot total) | £721 (8.15-8.45, no attendance) £879 (4.30 & 5pm) | <ul style="list-style-type: none"> • Urn • Environment fee • Music system • Disposal ashes • Medref fee • Chapel Att | April 2022 Taunton Services W/E No organist |

| | | | | | | |
|--------------------|----------------|----------------------|-------------------------------|------|---|--|
| North Devon | £730 (30 mins) | £540 (unattended) | £205 (1hr 10mins total) | £630 | <ul style="list-style-type: none">• Urn• Environment fee• Organist• Music system• Disposal ashes• Medref fee• Chapel Att | |
|--------------------|----------------|----------------------|-------------------------------|------|---|--|

NORTH DEVON CREMATORIUM

FEES & CHARGES

1 APRIL 2021 – 31 MARCH 2022

CREMATION FEES

| | | |
|---|---------------|---------------|
| Adult (age 18 and over)* | £730 | £750 |
| Child* | No Fee | No Fee |
| Cremation Delivery or Walk Through (No Service) | £630 | £650 |
| Direct Cremation (No Service / No Mourners) | £540 | £550 |
| Service Extension / Memorial Service (30mins inc Organist if available) | £205 | £210 |
| Funeral Director Charge for Service Over Run | £255 | £260 |
| Service Cancellation within 72hrs of Service | £170 | £170 |

* Cremation fee includes:- Cremation, Environmental Fees, use of Chapel, Waiting Room etc., services of Chapel Attendant, Music System, Organist (if available), Medical Referee's Fee & Disposal of Cremated Remains in Gardens, or Cardboard Casket (additional **£8** for scatter tube).

WEBCAST /TRIBUTE SERVICES **NOTE: No Change BUT Subject to Re-tender.**

| | | |
|---|-------------|--|
| Live | £30 | Webcast of service via internet |
| Live, 28 Days Watch Again, Service Download | £45 | Webcast, watch again for 28 days and downloadable MP4 copy to keep |
| Physical Copy (DVD / Blu-Ray / USB) | £50 | A copy to keep (2-3 week delivery) |
| Chapel Screen Photo (Halo) | Free | A single picture shown when requested |
| Simple Slideshow | £38 | Slide show max 25 pics (once or on loop) |
| Professional Photo Tribute | £70 | Slide show max 25 pics with music (played once) |
| Professional Photo Tribute Extra Pics | £21 | Per additional 25 pictures |
| Family Supplied Video Checking | £18 | Checking supplied video (played once) |
| Physical Copy of Pro Photo | £25 | Copy recording (DVD / USB) of the Pro Tribute only |

| | | |
|------------------------------------|------------|--|
| Tribute | | |
| Download Copy of Pro Photo Tribute | £10 | Downloadable recording of the Pro Tribute only |
| Each extra copy of any DVD / USB | £25 | For each extra copy of ordered DVD / USB |
| Extra Work | £21 | Adding video to Pro photo Tribute or nonstandard |

ADDITIONAL BIODEGRADABLE CONTAINERS

| | | |
|------------------|------------|------------|
| Cardboard Casket | £15 | £16 |
| Scatter Tube | £22 | £23 |
| Keepsake Tube | £10 | £10 |

BURIAL OF CREMATED REMAINS

| | | |
|---|------------|-------------|
| Placement Fee when returned 12 months or more following cremation | £50 | £50 |
| Placement Fee when cremation took place elsewhere | £99 | £100 |
| Temporary Deposit per month after the first month | £15 | £15 |

BOOK OF REMEMBRANCE

| | | |
|---------------------------------------|-------------|-------------|
| 2 Lines | £62 | £65 |
| 3 to 5 Lines | £102 | £105 |
| 6 to 8 Lines | £133 | £140 |
| 3 to 5 Lines with a Picture or Emblem | £204 | £210 |
| 6 to 8 Lines with a Picture or Emblem | £235 | £240 |

MEMORIALS – 10 YEAR INITIAL LEASE PERIOD / RENEWAL OPTION

| | | |
|--|--------------|--------------|
| Please note: plaque purchase may be required, see below. | | |
| Sanctum - an above ground vault (for up to two sets of ashes) | £1050 | £1070 |
| Pear Tree (for up to two sets of ashes) | £480 | £490 |
| Standard Rose / Climbing Plant (for up to two sets of ashes) | £373 | £380 |
| Rose Bush / Shrub (for up to two sets of ashes) | £352 | £360 |
| Memorial Tower | £260 | £265 |
| Vase Block | £245 | £250 |
| Granite Mushroom (one of three or five dedications per mushroom) | £235 | £240 |
| Children's Teddy Memorial | £163 | £150* |
| Exclusive Bench (max 3 plaques) | £750 | £765 |
| Shared Bench | £220 | £225 |
| Memorial Branch | £123 | £125 |

PLAQUES

| | | |
|--|-------------|-------------|
| Acrylic plaques (for garden use / benches) | £72 | £80 |
| Bronze plaques (for garden use) | £145 | £150 |
| Granite plaque for Sanctum first 80 letters only (extra at £3.00 each) | £170 | £180 |
| Granite plaque for Vase Block | £138 | £142 |
| Granite plaque for Memorial Tower | £102 | £105 |
| Granite plaque for Children's Teddy Memorial (varying sizes) prices from | £83 | £80* |
| Granite disc for Granite Mushroom | £107 | £110 |
| Bronze finish leaf for Memorial Branch | £56 | £58 |

5 YEAR RENEWAL OPTION

| | | |
|--|-------------|-------------|
| Pear Tree / *Tree (*Tree is renewal only) | £245 | £250 |
| Standard Rose / Climber | £184 | £188 |
| Rose Bush / Shrub | £168 | £172 |
| Vase Block | £138 | £141 |
| Memorial Tower | £128 | £131 |
| Granite Mushroom (one of three or five dedications per mushroom) | £112 | £115 |
| Children's Teddy Memorial | £85 | £80* |
| Exclusive Bench | £408 | £417 |
| Shared Bench | £112 | £115 |
| Memorial Branch | £72 | £74 |
| Phillips Memorial (renewal only) | £102 | £104 |

| | | |
|------------------------------------|-------------|-------------|
| Bird Box (renewal only) | £82 | £84 |
| Bird Bath / Sundial (renewal only) | £174 | £178 |

Notes:

*Child memorial & plaque fees reduced slightly to promote.

Urns and scatter tubes increased by £1 each as that is the actual price increase.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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