



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 AUGUST, 2023 at 2.30 pm.**

Members of the North Devon Crematorium Joint Committee

Representing North Devon Council

Councillors Cann, Denton, Haworth-Booth, Leaver, Lovering, Renshaw and Walker
(Vice-Chair)

Representing Torridge District Council

Councillors Christie, Gubb, Harding, Inch (Chair) and Johns

AGENDA

1. Apologies for absence
2. To approve the correct record of the minutes of the meeting held on 09 June 2023
(Pages 5 - 8)
(Attached)
 - (a) Matters Arising
3. Items brought forward by the Chair
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 - 10)
Report by the Crematorium Manager (attached)
7. **Performance Monitoring Quarter 1 2023/2024** (Pages 11 - 14)
Report by Treasurer (attached)
8. **To note that the next Crematorium Joint Committee meeting will be on**

Friday 3rd November 2023 @ 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

27.07.23

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. Members of the public that attend meetings must be aware that these meetings are open to the public and so therefore both individuals and the Council itself have the right to record the meeting. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chair of the meeting will make sure any request not to be filmed 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 Chair 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 recording should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be filmed. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be filmed must advise the Chair at the earliest opportunity to allow them to be directed to an area in the room where they will not be caught on camera. Subject to paragraphs 1, 2 and 3 above, audio recordings shall be permitted at all times during public meetings.
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.

