



## **North Devon Crematorium Joint Committee**

Report Date: 2<sup>nd</sup> February 2024

### **Topic: Crematorium Budget 2024/2025**

Report by: Treasurer

#### **1. INTRODUCTION**

1.1. This report forecasts the final estimated position for 2023/24 and recommends the budgets for 2024/2025 for consideration by the Joint Committee.

#### **2. RECOMMENDATIONS**

- 2.1. Approve the basic cremation charge of £850 or any other amount as deemed appropriate by the Joint Committee for 2024/2025 as detailed in paragraph 4.4.
- 2.2. Approve the 2024/2025 Budgets as set out in paragraph 4.1 of the report.
- 2.3. Approve the other fees and charges as detailed in paragraph 4.6 and Appendix 2.
- 2.4. Approve the distribution of surpluses for 2023/24 of £416,230 to the constituent authorities as set out in 4.8. £249,740 to North Devon Council and £166,490 to Torridge District Council.
- 2.5. Approve the transfer of £100,000 to the Equipment Replacement Reserve.

#### **3. REASONS FOR RECOMMENDATIONS**

The Joint Committee to approve the budgets for 2024/2025.

## 4. REPORT

### 4.1.

	Actual 2022/2023	Budget 2023/2024	Probable 2023/2024	Budget 2024/2025
	£	£	£	£
Premises	234,120	249,010	277,383	286,520
Transport	166	500	162	500
Supplies & Services	205,159	211,980	225,473	234,080
Support & Employees	316,985	366,610	348,559	406,300
<b>Total Expenditure</b>	<b>756,430</b>	<b>828,100</b>	<b>851,577</b>	<b>927,400</b>
Fees & Charges	1,348,546	1,254,650	1,324,288	1,335,050
Sales	76,537	79,680	63,350	79,680
Bank Interest	5,511	7,000	24,442	26,400
CAMEO*	3,883	3,000	3,251	2,500
Insurance Claim	0	0	19,836	0
<b>Total Income</b>	<b>1,434,477</b>	<b>1,344,330</b>	<b>1,435,167</b>	<b>1,443,630</b>
Equip Replace Res	100,000	100,000	100,000	100,000
Distribution NDC	249,740	249,740	249,740	249,740
Distribution TDC	166,490	166,490	166,490	166,490
<b>Surplus/(Deficit)</b>	<b>161,817</b>	<b>0</b>	<b>67,360</b>	<b>0</b>

\*Crematoria Abatement of Mercury Emissions Organisation

4.2. The probable estimate for 2023/2024 predicts a surplus of £67,360 after the surplus distribution is made to the two constituent authorities.

4.3. No general inflationary increase has been applied to the 2024/2025 expenditure budgets. However, all budgets have been reviewed and set in line with current activity and anticipated future spend. The medical referee budget was reduced for the 2023/24 budget pending the transfer to NHS but this budget has been reinstated for 2024/25.

4.4. Due to the increase utility and staff costs it is proposed to increase the cremation fee to £850 for 2024/2025. The proposed charge represents an increase of 4.9%. The current prices for neighbouring crematoria are detailed in appendix 2 of this report for information. It is proposed to retain the Direct Cremation fee at £350 in order to offer an affordable alternative. For each £10 movement in the Cremation fee it will have a £14,600 impact on the income budget.

4.5. For the purpose of the 2024/2025 budget the estimated number of cremations is 1,460 Cremations and 200 Direct Cremations.

4.6. The proposed fees and charges for 2024/2025 are attached in appendix 2. Fees and charges have been increased by 5% or other amount's as

considered appropriate by the Crematorium Manager. Webcast/Tribute Services are proposed to be set at the recommended retail price advised by the supplier. It is proposed to retain the children's memorials at the current fee. The cancellation is also retained at the current level. The current fees charged for 2023/2024 have been included for comparison.

- 4.7. The 2024/2025 budget allows for £416,230 to be distributed to the constituent authorities, this is held at the same level as previous years.
- 4.8. It is proposed that the surpluses to be distributed in respect of 2023/2024 are £249,740 to North Devon Council and £166,490 to Torrige District Council.
- 4.9. The budget allows for a transfer to the Equipment Replacement Reserve of £100,000 at the end of the 2024/2025 financial year.
- 4.10. A working balance of £146,000 would be maintained, which is sufficient in light of the risks facing the Crematorium.

## 5. RESOURCE IMPLICATIONS

- 5.1. Reserves & Balances. The projected funds available in the Capital and General Reserves are detailed below:

	Capital Funding Reserve	Equipment Replacement Reserve	Budget Management Reserve	General Reserve	Total
	£	£	£	£	£
March 2023	483,492	695,480	42,461	146,000	<b>1,367,433</b>
March 2024	15,392	795,480	42,461	146,000	<b>999,333</b>
March 2025	0	895,480	42,461	146,000	<b>1,083,941</b>

- 5.2. The Capital Funding Reserve was set up to fund capital projects within the crematorium. The remaining balance will be available for the Phase B (Garage/Memorial Hall).

- 5.3. 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

## 6. EQUALITIES ASSESSMENT

- 6.1. There are no equality implications anticipated as a result of this report. An Equality Impact Assessment has been completed



## **7. ENVIRONMENTAL ASSESSMENT**

7.1. There are not any environmental implications as a result of this report, as the purpose of this report is to set the budget of the North Devon Crematorium Joint Committee for the 2024/2025 financial year.

## **8. CONSTITUTIONAL CONTEXT**

8.1. The North Devon Council and Torridge District Council Joint Crematorium Committee Agreement.

## **9. STATEMENT OF CONFIDENTIALITY**

This report contains no confidential information or exempt information under the provisions of Schedule 12A of 1972 Act.

## **10. BACKGROUND PAPERS**

None.

## **11. CORPORATE PRIORITIES**

The North Devon Council and Torridge District Council Corporate Priorities have been considered in the drafting of the report.

## **12. STATEMENT OF INTERNAL ADVICE**

The author (below) confirms that advice has been taken from all appropriate Councillors and Officers: Author Mark Knight Crematorium Accountant; Date 16<sup>th</sup> January 2024.