



Wednesday, 11 June 2025

Dear Sir/Madam

A meeting of the Bramcote Bereavement Services Joint Committee will be held on Thursday, 19 June 2025 in the Bramcote Crematorium, Coventry Lane, Bramcote, commencing at 6.30pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors: H G Khaled MBE  
M Radulovic MBE (Chair)  
E Winfield

J Dawson (Vice-Chair)  
B Everett  
J Hare

## A G E N D A

1. Appointment of Chair

2. Appointment of Vice-Chair

3. Apologies

To receive apologies for absence and to be notified of the attendance of substitutes.

4. Declarations of Interest

(Pages 3 - 10)

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

5. Minutes (Pages 11 - 12)
- To approve the minutes of the previous meeting held on 20 March 2025.
6. Annual Report and Statement of Accounts 2024/25 (Pages 13 - 36)
- To present the Annual Report and Management Statement of Accounts for 2024/25 for consideration by the Joint Committee, in accordance with the vision of working to provide the most professional, compassionate and sensitive services to meet the needs and expectations of people using Bramcote Crematorium.
7. Marketing and Performance Strategy (Pages 37 - 48)
- To provide the Joint Committee with an update on performance and marketing.
8. Update on Replacement Cremators (Pages 49 - 50)
- To provide the Joint Committee with an update on the progress of the replacement cremators project.
9. Work Programme and Dates of Next Meetings (Pages 51 - 52)
- To consider items for inclusion in the Work Programme for future meetings.
10. Exclusion of Public and Press
- The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Act.**
11. Business Growth Report
- A verbal update will be provided at the meeting.
12. Opportunity to Sell Pamela Cottage to Broxtowe Borough Council (Housing Revenue Account) (Pages 53 - 54)

## Report of the Monitoring Officer

### DECLARATIONS OF INTEREST

#### 1. Purpose of Report

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda. The following information is extracted from the Code of Conduct, in addition to advice from the Monitoring Officer which will assist Members to consider any declarations of interest.

#### **Part 2 – Member Code of Conduct**

##### **General Obligations:**

#### **10. Interest**

10.1 You will register and disclose your interests in accordance with the provisions set out in Appendix A.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of Members of the Council. The register is publically available and protects you by demonstrating openness and willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting which allows the public, Council employees and fellow Councillors know which of your interests gives rise to a conflict of interest. If in doubt you should always seek advice from your Monitoring Officer.

**You should note that failure to register or disclose a disclosable pecuniary interest as defined in Appendix A of the Code of Conduct, is a criminal offence under the Localism Act 2011.**

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#### **Advice from the Monitoring Officer:**

On reading the agenda it is advised that you:

1. Consider whether you have any form of interest to declare as set out in the Code of Conduct.
2. Consider whether you have a declaration of any bias or predetermination to make as set out at the end of this document
3. Update Democratic Services and the Monitoring Officer and or Deputy Monitoring Officers of any declarations you have to make ahead of the meeting and take advice as required.
4. Use the Member Interest flowchart to consider whether you have an interest to declare and what action to take.
5. Update the Chair at the meeting of any interest declarations as follows:

‘I have an interest in Item xx of the agenda’

'The nature of my interest is ..... therefore the type of interest is  
DPI/ORI/NRI/BIAS/PREDETERMINATION  
'The action I will take is...'

This will help Officer record a more accurate record of the interest being declared and the actions taken. You will also be able to consider whether it is necessary to send a substitute Members in your place and to provide Democratic Services with notice of your substitute Members name.

**Note: If at the meeting you recognise one of the speakers and only then become aware of an interest you should declare your interest and take any necessary action**

6. Update your Member Interest Register of any registerable interests within 28days of becoming aware of the Interest.

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### **Ask yourself do you have any of the following interest to declare?**

#### **1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

A "Disclosable Pecuniary Interest" is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land, Licences, Tenancies and Securities.

#### **2. OTHER REGISTERABLE INTERESTS (ORIs)**

An "Other Registerable Interest" is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
  - (i) exercising functions of a public nature
  - (ii) anybody directed to charitable purposes or
  - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of general control or management.

#### **3. NON-REGISTRABLE INTERESTS (NRIs)**

"Non-Registrable Interests" are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

A matter "directly relates" to one of your interests where the matter is directly about that interest. For example, the matter being discussed is an application about a particular property in which you or somebody associated with you has a financial interest.

A matter “affects” your interest where the matter is not directly about that interest but would still have clear implications for the interest. For example, the matter concerns a neighbouring property.

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## **Declarations and Participation in Meetings**

### **1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:

#### **Action to be taken**

- **you must disclose the nature of the interest** at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not participate in any discussion** of that particular business at the meeting, or if you become aware of a disclosable pecuniary interest during the meeting you must not participate further in any discussion of the business, including by speaking as a member of the public
- **you must not participate in any vote** or further vote taken on the matter at the meeting and
- **you must withdraw from the room** at this point to make clear to the public that you are not influencing the meeting in anyway and to protect you from the criminal sanctions that apply should you take part, unless you have been granted a Dispensation.

### **2. OTHER REGISTERABLE INTERESTS (ORIs)**

2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:

- **you must disclose** the interest at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not take part in any discussion or vote** on the matter, but may speak on the matter only if members of the public are also allowed to speak at the meeting
- **you must withdraw from the room** unless you have been granted a Dispensation.

### 3. NON-REGISTRABLE INTERESTS (NRIs)

3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:

- **you must** disclose the interest; if it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
  - **you must not take part in any discussion or vote**, but may speak on the matter only if members of the public are also allowed to speak at the meeting; and
  - **you must withdraw** from the room unless you have been granted a Dispensation.
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#### **Dispensation and Sensitive Interests**

A “Dispensation” is agreement that you may continue to participate in the decision-making process notwithstanding your interest as detailed at section 12 of the Code of the Conduct and the Appendix.

A “Sensitive Interest” is as an interest which, if disclosed, could lead to the Member, or a person connected with the Member, being subject to violence or intimidation. In any case where this Code of Conduct requires to you to disclose an interest (subject to the agreement of the Monitoring Officer in accordance with paragraph 2.4 of this Appendix regarding registration of interests), you do not have to disclose the nature of the interest, if it is a Sensitive Interest in such circumstances you just have to disclose that you have a Sensitive Interest under S32(2) of the Localism Act 2011. You must update the Monitoring Officer when the interest is no longer sensitive, so that the interest can be recorded, made available for inspection and published.

#### **BIAS and PREDETERMINATION**

The following are not explicitly covered in the code of conduct but are important legal concepts to ensure that decisions are taken solely in the public interest and not to further any private interests.

The risk in both cases is that the decision maker does not approach the decision with an objective, open mind.

This makes the local authority’s decision challengeable (and may also be a breach of the Code of Conduct by the Councillor).

Please seek advice from the Monitoring Officer or Deputy Monitoring Officers, if you need assistance ahead of the meeting.

## **BIAS**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

## **PREDETERMINATION**

Where a decision maker has completely made up his/her mind before the decision is taken or that the public are likely to perceive you to be predetermined due to comments or statements you have made:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

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## Registerable Interests

These are interests that you are required to register in accordance with the Code of Conduct. They are interests that you would know about in advance of an item coming up (e.g. land you own) and you should have included them when filling in your register of interests.

What type of Registerable Interest do you have in this matter?

### Disclosable Pecuniary Interests

These are any interests that are described as DPIs under the Code of Conduct and include both the interests of yourself and of your partner.

### Other Registerable Interests

These are personal interests that relate to certain types of bodies that you may be involved in as set out in the Code of Conduct.

Does the matter directly relate to one of your Disclosable Pecuniary Interests?

No

Does the matter directly relate to the financial interest or wellbeing of one of your Other Registerable Interests?

No

Does the matter affect a financial interest or the wellbeing of yourself or of a friend, relative or close associate?

No

Yes

Yes

Is the financial interest or wellbeing affected to a greater extent than the financial interests or wellbeing of the majority of inhabitants?

No

Yes

Yes

Would a reasonable member of the public knowing all the facts believe that it would affect your view of the wider public interest?

No

Yes

You must:

- Disclose the interest;
- Not speak on the matter;
- Not participate in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

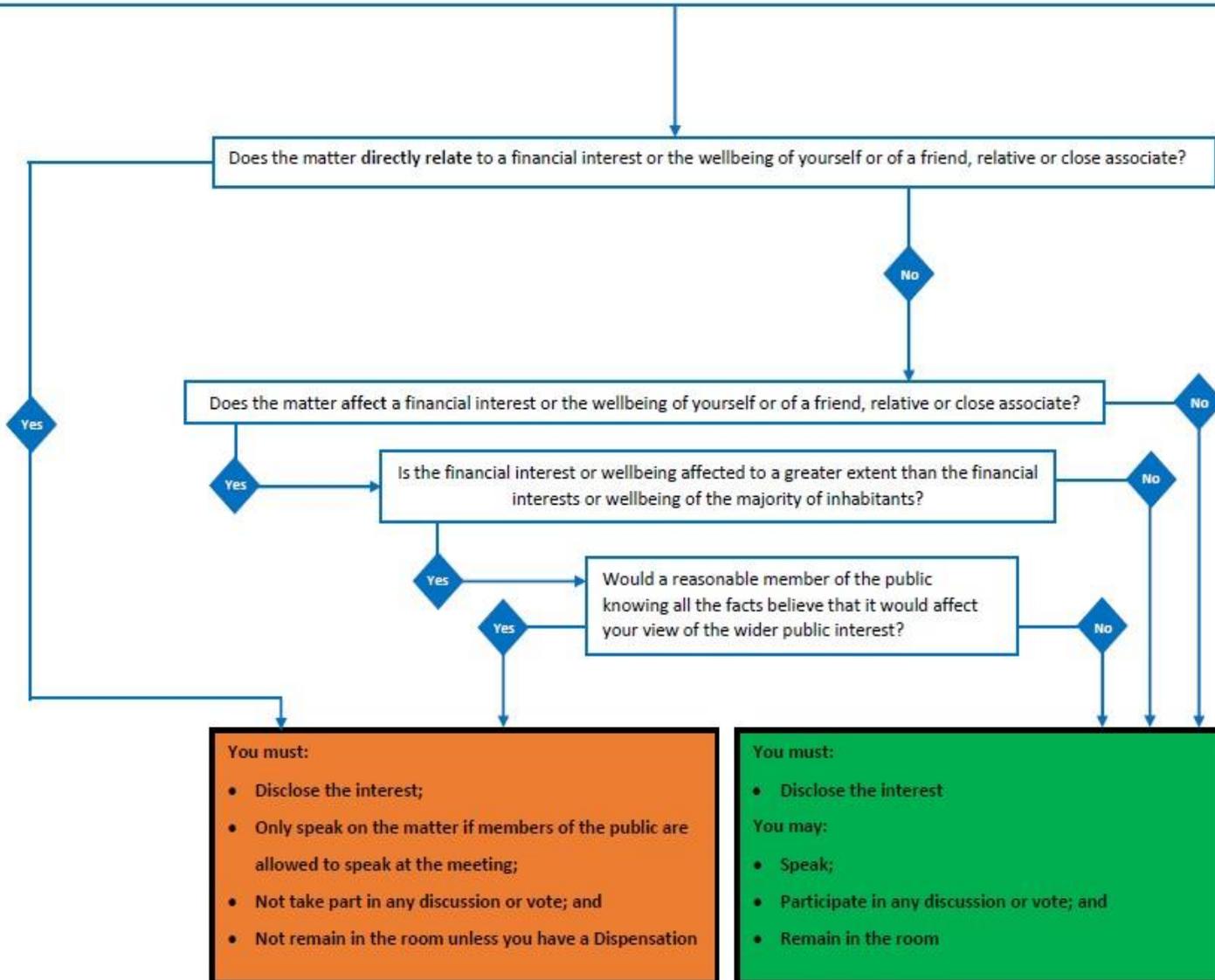
- Disclose the interest;
- Only speak on the matter if members of the public are allowed to speak at the meeting;
- Not take part in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

- Disclose the interest
- You may:
- Speak;
  - Participate in any discussion or vote; and
  - Remain in the room

## Non-Registerable Interests

These are interests that you are not required to register but may become relevant when a particular item arises. These are usually interests that relate to other people you are connected with (e.g. friends, relatives or close associates) but can include your own interests where you would not have been expected to register them.



## BRAMCOTE BEREAVEMENT SERVICES JOINT COMMITTEE

THURSDAY, 20 MARCH 2025

Present: Councillor M Radulovic MBE, Chair

Councillors: J Dawson (Vice-Chair)  
B Everett  
J Hare

Apologies for absence were received from Councillors H G Khaled MBE and E Winfield

28 DECLARATIONS OF INTEREST

There were no declaration of interest.

29 MINUTES

The minutes of the meeting held on 21 January 2025 were confirmed and signed as a correct record.

30 FINANCIAL PERFORMANCE MANAGEMENT UPDATE

The Joint Committee noted the latest financial performance for Bramcote Crematorium for 2024/25.

It was noted that there had been fewer than anticipated cremations. This has potentially created an income budget shortfall of over £250k. The likely reduction in income has been partially mitigated by reduced spending, including a development budget which is not needed at this time.

31 CHARITABLE DONATIONS 2025/26

The Joint Committee noted the charitable organisation which would receive the charitable donation in 2025/26 from the funds raised through the metals recycling scheme.

**RESOLVED that Treetops Hospice, Derbyshire and Alzheimer's Society, Nottingham Branch be awarded the charitable donations.**

32 MARKETING AND PERFORMANCE STRATEGY

The Joint Committee noted the Joint Committee with an update on performance and marketing.

Invoices for cremation fees raised between 1 April 2024 and 31 January 2025 equates to £1.547m compared to £1.469m during the same period 2023/24. This is an additional £78k in revenue helping to mitigate the additional costs related to service provision.

33 UPDATE ON REPLACEMENT CREMATORS

The Joint Committee were provided with an update on the progress of the replacement cremators project.

It was note that phase four of the project would commence on 24 March 2025. This will see the removal of the second cremator and associated enabling works for the installation of the second FTIII cremator.

The project is currently on target to complete in July 2025.

34 WORK PROGRAMME

The Joint Committee discussed the Work Programme. It was request that a Fuel Efficiency Report and Financial Saving Report be included on the Work Programme for every quarter.

**RESOLVED that the Work Programme, with the inclusion of a Fuel Efficiency Report and Financial Saving Report, be approved.**

35 EXCLUSION OF PUBLIC AND PRESS

**RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Schedule 12A of the Act.**

36 BUSINESS GROWTH REPORT

**RESOLVED that further investigation into the addition of the service to Bramcote Bereavement Services' current service portfolio be approved.**

37 LAND SALE TO PETER JAMES HOMES

The Joint Committee noted the report.

38 OPPORTUNITY TO SELL PAMELA COTTAGE TO BROXTOWE HRA

The Joint Committee noted the report.

**Report of the Treasurer to the Crematorium**

**Annual Report and Management Statement of Accounts 2024/25**

1. Purpose of Report

To present the Annual Report and Management Statement of Accounts for 2024/25 for consideration by the Joint Committee, in accordance with the vision of working to provide the most professional, compassionate and sensitive services to meet the needs and expectations of people using Bramcote Crematorium.

2. Recommendation

**The Joint Committee is asked to RESOLVE that:**

- 1. The Annual Report and Management Statement of Accounts for the financial year 2024/25 be approved as the basis for generating accounting entries to the two constituent authorities.**
- 2. The accumulated revenue surplus and other investments be retained by the Joint Committee for future use, with the position being reviewed when the 2025/26 revised estimates are considered.**
- 3. Development budgets carry forward requests totalling £1,366,150, as outlined in the report, be approved and included in the 2025/26 budget.**

3. Detail

Broxtowe Borough Council is the lead authority for all financial matters associated with Bramcote Crematorium and prepares statements to facilitate consolidation of the information into the annual Statement of Accounts of the constituent audited bodies, Broxtowe and Erewash Borough Councils. The expenditure and income overseen by this Joint Committee is subject to statutory audit as part of the main accounts of these Councils. The Annual Report and Management Statement of Accounts for 2024/25 is provided in the **Appendix**.

All information in this report is derived from the final accounts working papers used in preparation of the draft Statement of Accounts for Broxtowe Borough Council which is due to be published on the Council's website on or before 30 June 2025. Erewash Borough Council information will be based on the same working papers and contained in their draft Statement of Accounts to be published by the same date.

The accounts for Bramcote Bereavement Services show a revenue account surplus of £3,555 for the financial year ended 31 March 2025. The surplus on operations for the year was £596,856, which was significantly higher than the original budget approved in January 2024 due to the timing of spends on the major capital development works.

The net surplus for the year was added to the accumulated Revenue Account surplus which on 31 March 2025 amounted to £329,823. Further details are provided in the financial narrative in the accounts.

4. Financial Implications

The comments from the Assistant Director Finance Services were as follows:

The Annual Report and Management Statement of Accounts for 2024/25 have been prepared in accordance with the Responsibilities of the Treasurer to the Crematorium. The financial implications are included within the report. The accumulated revenue surplus and investments, as at 31 March 2025, will be retained for future use in 2025/26 and beyond.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The Council has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way its functions are exercised having regard to economy, efficiency and effectiveness and to ensure public money is safeguarded and accounted for.

The Council has approved a code of corporate governance which is consistent with the principles set out in the CIPFA/SOLACE publications Delivering Good Governance in Local Government: Framework. 2016 Edition and also meets the requirements set out in the Accounts and Audit (England) Regulations 2015 Regulation 6(1). The statement has been prepared incorporating the code and legislation.

6. Human Resources Implications

There were no comments from the Human Resources Manager.

7. Union Comments

Not applicable.

8. Climate Change Implications

There are no climate change implications in relation to this report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

11. Background Papers

Nil.

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# **Bramcote Bereavement Services Joint Committee**



## **Annual Report and Management Statement of Accounts 2024/25**

## **Foreword**

Bramcote Crematorium was opened in 1979 as the result of a joint initiative by Broxtowe and Erewash Borough Councils who recognised a need for the provision of cremation facilities easily accessible to people of the area.

A Joint Committee, now known as the Bramcote Bereavement Services Joint Committee, was formed to oversee the planning and building of the Crematorium and subsequently to direct the management of its operation. The original capital cost of the Crematorium was met by equal contributions from Broxtowe and Erewash Borough Councils and the balance of these contributions has since been used to affect most works of enhancement. On occasions where one of the constituent authorities has solely provided the necessary funding, then arrangements have been made to repay such amounts through a redistribution of any revenue surplus within the accounts.

Membership of the Bramcote Bereavement Services Joint Committee comprises elected members from each of the constituent authorities, with the number nominated by each reflecting the populations of the respective areas, which at present are approximately equal.

The Joint Committee directly employs a Strategic and Business Development Manager, a Bereavement Services Manager and other operational employees to run the Crematorium on a day-to-day basis. It also appoints Officers of the constituent authorities to provide central and specialist services.

Regular reports are presented to the Joint Committee to ensure latest information is available for strategic and forward decisions.

## Bramcote Bereavement Services Joint Committee

### Annual Report 2024/25

The year ended 31 March 2025 was the forty-fourth full year of operation for Bramcote Crematorium, in which it has continued with its reputation of excellent service to the community. Directly serving the area of the constituent authorities of Broxtowe and Erewash, the Crematorium is also readily accessible to the northern and western parts of the City of Nottingham.

The Joint Committee aims to set cremation fees which are not only competitive with those of surrounding crematoria, but also cover the Crematorium's operating costs. The policy in 2024/25 was to charge a standard single adult fee of £925.

The following table shows the number of adult cremations conducted at Bramcote Crematorium during the prior four years by area of origin:

Area	2021/22	2022/23	2023/24	2024/25
Broxtowe	829	836	780	773
Nottingham	519	579	584	578
Erewash	721	689	660	583
Other	409	375	278	257
<b>Total</b>	<b>2,478</b>	<b>2,479</b>	<b>2,302</b>	<b>2,191</b>

The following tables shows the respective cremations fees charged across the local area, including Bramcote Crematorium:

#### Bramcote Crematorium

Service	2023/24 (Final)	2024/25
Cremation (Adult)	£895	£925
Cremation and Witness Charge	£980	£1,010
Direct Cremation	£470	£490
Early Service	£700	£730
Saturday Service	£1,205	£1,235
Memorial Service	£295	£295
Under 18 years	Nil	Nil

Nottingham City Crematorium (Wilford Hill)

Service	2023/24	2024/25
Cremation (Adult)	£773	£889
Cremation and Witness Charge	£937	£1,078
Direct Cremation	£450	£518
Early Service	n/a	n/a
Saturday Service	£1,082	£1,082
Memorial Service	£307	£353
Under 18 Years	Nil	Nil

Gedling Crematorium

Service	2023/24	2024/25
Cremation (Adult)	£925	£1,120
Cremation and Witness Charge	n/a	n/a
Direct Cremation	£475	£545
Early Service	£775	£670
Saturday Service	£1,155	£1,250
Memorial Service	£475	£475
Under 18 Years	Nil	Nil

Derby Crematorium (Markeaton)

Service	2023/24	2024/25
Cremation (Adult)	£829	£870
Cremation and Witness Charge	n/a	n/a
Direct Cremation	£533	£560
Early Service	£623	£654
Saturday Service	n/a	n/a
Memorial Service	£209	£219
Under 18 Years	Nil	Nil

## **Bramcote Bereavement Services Joint Committee**

### **Statement of Responsibilities for Financial Matters**

#### Responsibilities of the Joint Committee

The Joint Committee is required:

- to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In the case of the Joint Committee, that officer is the Treasurer to the Crematorium.
- to manage its affairs and to secure economic, efficient and effective use of resources and safeguard its assets.

#### Responsibilities of the Treasurer to the Crematorium

The Treasurer to the Crematorium, as Deputy Chief Executive and Section 151 Officer for Broxtowe Borough Council being the responsible authority for all financial information, will ensure that:

- Good financial management is employed in respect of the Crematorium funds to ensure they are safeguarded at all times and are used appropriately, economically, efficiently and effectively.
- Influence on all material business decisions to ensure financial implications are fully considered including opportunities and risks in line with the financial strategy of the Joint Committee.

#### Financial Reporting

As the regulations have changed over recent years, financial reporting has become more abridged and technical in nature. The Medium-Term Financial Strategy sets out targets and budgets and, as with all other Council activities, a regular quarterly monitoring report is presented to various committees. An outturn report is issued in June each year in a similar format and identifying any requests for carry forward of budgets. Variances to budget will be fully visible without technical adjustments.

A full set of statements and notes will continue to be produced to allow each of the Constituent Authorities to consolidate financial information into the Annual Statement of Accounts.

**Zulfiqar Darr**  
**Treasurer to the Crematorium**  
**31 May 2025**

**Bramcote Bereavement Services Joint Committee****Financial Narrative for the Year Ended 31 March 2025****Summary of Financial Position as at 31 March 2025****Comprehensive Income and Expenditure Statement**

The accounts for Bramcote Bereavement Services show a revenue account surplus of £3,555 for the financial year ended 31 March 2025. The surplus on operations for the year was £596,856, which was significantly higher than the original budget approved in January 2024 due to the timing of spend on the major development works. The net deficit for the year (after transfer to/from earmarked reserves) was taken from the accumulated Revenue Account surplus which on 31 March 2025 amounted to £329,823. Further details are provided in the financial narrative in the accounts.

The balance on the Repairs and Renewals Reserve, as at 31 March 2025, was £159,077 with the Donations Reserves stated at £8,390.

The surplus on the provision of service, after net income, was £493,633 and included £681,892 of financing costs that mainly consisted of the £700,000 distribution to the Constituent Authorities in accordance with the revised annual budget.

All works associated with the capital developments were not fully completed in year. As such, it will be necessary to request a budget carry forward of £1,366,150 into the 2025/26 financial year. This relates to £27,100 for the Car Parking development (nil spend in 2024/25) and £1,339,050 for the Replacement Cremator development (spend of £578,670 in 2024/25 against a total budget of £1,917,700). There is also the balance of the audio/visual system budget of £2,000 (revenue) requested for carry forward into 2025/26.

**Balance Sheet**

Usable reserves reduced slightly to £497,289 (2023/24: £508,118) in line with the increased costs after technical adjustments shown on the Movement in Reserves Statement.

All funds are subject to treasury management at Broxtowe Borough Council.

**Income**

The number of cremations in 2024/25 was 2,191. The target number of cremations was not achieved in the year and budgeted income from cremation fees was not fully realised by £282,500. Investigation suggests that the increase in popularity of 'direct cremations' through nationwide providers has had impacted on market share and cremation numbers. Discussions with local Funeral Directors also suggests a decrease in funerals staying in the local area is attributable to this factor.

Other receipts from memorialisation and associated services increased in line with the cost of sales.

Bramcote Bereavement Services recently introduced a new pre-paid cremation plan offering for families to guarantee a funeral service and cremation that is carried out in the local area. By locking into plans at current prices, a pre-paid cremation plan can help to mitigate the financial burden on families at the time of death. The accounts recognise the receipts from the pre-paid cremation plans and fees, being £21,393 from 29 customers in 2024/25. These are held on the Balance Sheet until being released into the Income and Expenditure Account at the point of being redeemed.

### Expenditure

Employee costs included the agreed pay award effective from April 2024, with establishment savings of £50,500 from vacancies which is slightly offset by the cost of the pay award. Pension strain costs of £8,510 on the Income and Expenditure Account is reversed out 'below the line' as a technical accounting adjustment.

Energy costs were £15,500 lower than the original budgets due to the more fuel-efficient operation of the cremators. Other running costs were generally lower than anticipated due to efficiencies and budget savings made from general repairs and maintenance, repairs to cremators and on other suppliers and services.

## Comprehensive Income and Expenditure Statement

Actual 2023/24 £		Actual 2024/25 £
	<u>Income</u>	
(1,978,815)	Fees and Charges	(2,031,012)
(5,400)	Rent – Pamela Cottage	(2,759)
(18,597)	Other Income	(28,446)
<b>(2,002,812)</b>		<b>(2,062,218)</b>
	<u>Expenditure</u>	
461,711	Employee Expenses	479,065
434,142	Premises Related Expenses	445,640
1,150	Transport Related Expenses	1,415
208,428	Supplies and Services	219,115
35,900	Third Party Payments	38,550
191,850	Central, Departmental and Technical Support Services	157,600
99,409	Capital Charges	123,975
<b>1,432,590</b>		<b>1,465,361</b>
<b>(570,222)</b>	<b>Cost of Services – Continuing Operations</b>	<b>(596,856)</b>
-	Disposal of Fixed Assets	-
670,207	Financing and Investment Income/Expenditure (Note 2)	681,892
-	Capital Expenditure Contribution	(578,670)
<b>99,985</b>	<b>(Surplus) or Deficit on Provision of Service</b>	<b>(493,633)</b>
272,000	Measurement of Net Defined Benefit Liability/(Asset)	16,000
(1,307,192)	(Surplus)/Deficit on Revaluation of Property, Plant and Equipment Assets	-
<b>(1,035,192)</b>	<b>Other Comprehensive Income and Expenditure</b>	<b>16,000</b>
<b>(935,207)</b>	<b>Total Comprehensive Income and Expenditure</b>	<b>(477,633)</b>

### Movement in Reserves Statement

	Revenue Account Balances £	Donations Reserve £	Repairs & Renewals Reserve £	Total Usable Reserves £	Unusable Reserves £	Total Reserves £
<b>Balance Carried Forward at 31 March 2023</b>	(376,100)	(7,329)	(196,939)	(580,368)	(2,693,773)	(3,274,141)
<b>Movement in Reserves during 2023/24</b>						
(Surplus) or Deficit on provision of services (accounting basis)	99,985	-	-	99,985	-	99,985
Other Comprehensive Income and Expenditure	-	-	-	-	(1,035,192)	(1,035,192)
<b>Total Comprehensive Income and Expenditure</b>	<b>99,985</b>	<b>-</b>	<b>-</b>	<b>99,985</b>	<b>(1,035,192)</b>	<b>(935,207)</b>
Adjustments between accounting basis & funding basis under regulations (Note 2)	(70,036)	-	42,300	(27,736)	27,736	-
<b>Net Increase/Decrease before Transfers to Earmarked Reserves</b>	<b>29,949</b>	<b>-</b>	<b>42,300</b>	<b>72,249</b>	<b>(1,007,456)</b>	<b>(935,207)</b>
Transfers to/from Earmarked Reserves	11,553	(570)	(10,982)	-	-	-
<b>Increase / Decrease in 2023/24</b>	<b>41,502</b>	<b>(570)</b>	<b>31,318</b>	<b>72,247</b>	<b>(1,007,456)</b>	<b>(935,207)</b>
<b>Balance Carried Forward at 31 March 2024</b>	<b>(334,598)</b>	<b>(7,900)</b>	<b>(165,621)</b>	<b>(508,119)</b>	<b>(3,701,229)</b>	<b>(4,209,348)</b>
<b>Movement in Reserves during 2024/25</b>						
(Surplus) or Deficit on provision of services (accounting basis)	(493,633)	-	-	(493,633)	-	(493,633)
Other Comprehensive Income and Expenditure	-	-	-	-	16,000	16,000
<b>Total Comprehensive Income and Expenditure</b>	<b>(493,633)</b>	<b>-</b>	<b>-</b>	<b>(493,633)</b>	<b>16,000</b>	<b>(477,633)</b>
Adjustments between accounting basis & funding basis under regulations (Note 2)	490,079	-	14,384	504,463	(504,463)	-
<b>Net Increase/Decrease before Transfers to Earmarked Reserves</b>	<b>(3,555)</b>	<b>-</b>	<b>14,384</b>	<b>10,829</b>	<b>(488,463)</b>	<b>(477,633)</b>
Transfers to/from Earmarked Reserves	8,330	(490)	(7,840)	-	-	-
<b>Increase/decrease in 2024/25</b>	<b>4,775</b>	<b>(490)</b>	<b>6,544</b>	<b>10,829</b>	<b>(488,463)</b>	<b>(477,634)</b>
<b>Balance Carried Forward at 31 March 2025</b>	<b>(329,823)</b>	<b>(8,390)</b>	<b>(159,077)</b>	<b>(497,289)</b>	<b>(4,189,691)</b>	<b>(4,686,981)</b>

**Balance Sheet  
as at 31 March 2025**

31 March 2024 £		31 March 2025 £
	<u>Long-Term Assets</u>	
3,829,229	Property, Plant and Equipment	3,509,109
-	PPE – Works in Progress	578,670
<b>3,829,229</b>	<b>Total Long-Term Assets</b>	<b>4,087,779</b>
	<u>Current Assets</u>	
-	Assets Held for Sale	224,913
357,352	Short-Term Investments	379,460
189,898	Short-Term Debtors	174,966
20,448	Cash and Cash Equivalents	15,886
<b>567,698</b>	<b>Total Current Assets</b>	<b>795,225</b>
	<u>Current Liabilities</u>	
(59,579)	Short-Term Creditors	(51,630)
<b>(59,579)</b>	<b>Total Current Liabilities</b>	<b>(51,630)</b>
	<u>Long-Term Liabilities</u>	
-	Prepaid Cremation Plans	(21,393)
(128,000)	Net Pension Liability	(123,000)
<b>(128,000)</b>	<b>Total Long-Term Liabilities</b>	<b>(144,393)</b>
<b>4,209,348</b>	<b>Net Assets</b>	<b>4,686,981</b>
508,119	Usable Reserves	497,289
3,701,229	Unusable Reserves	4,189,691
<b>4,209,348</b>	<b>Total Reserves</b>	<b>4,686,981</b>

### Cash Flow Statement

2023/24 £		2024/25 £
<b>99,985</b>	<b>Net surplus/deficit on provision of services</b>	<b>(493,633)</b>
(68,590)	Adjustments to net surplus or deficit for non-cash movements	(131,351)
<b>31,395</b>	<b>Net cash flows from operating activities</b>	<b>(624,984)</b>
(27,534)	Investing activities	629,546
-	Financing activities	-
<b>3,861</b>	<b>Net increase or decrease in cash equivalents</b>	<b>4,562</b>
(24,309)	Cash and cash equivalents at the beginning of the reporting period	(20,448)
<b>(20,448)</b>	<b>Cash and cash equivalents at the end of the reporting period</b>	<b>(15,886)</b>

## Defined Benefit Pension Scheme

### Comprehensive Income and Expenditure Statement

	2023/24 £	2024/25 £
<u>Service Cost comprising:</u>		
Service cost	53,000	55,000
Administration expenses	1,000	1,000
<u>Financing and Investment Income and Expenditure</u>		
Net interest and expenses	(7,000)	4,000
<b>Total post-employment benefits charged to the Surplus or Deficit on the Provision of Services</b>	<b>47,000</b>	<b>60,000</b>
<b>Other post-employment benefits charged to the Comprehensive Income and Expenditure Statement</b>		
<u>Re-measurement of the Net Defined Liability comprising:</u>		
Return on plan assets (excluding the amount included in the net interest expense)	74,000	(25,000)
Other actuarial gains/(losses) on assets	-	-
Changes in financial assumptions	46,000	247,000
Changes in demographic assumptions	25,000	5,000
Changes in effect of asset ceiling	(408,000)	(241,000)
Experience loss/(gain) in defined benefit obligation	(9,000)	1,000
<b>Total post-employment benefits charged to the Comprehensive Income and Expenditure Statement</b>	<b>(272,000)</b>	<b>(16,000)</b>
<b>Movement in Reserves Statement</b>		
Reversal of net charges made to the Surplus or Deficit for the Provision of Services for Post-Employment Benefits in accordance with the Code	(47,000)	(60,000)
<b>Actual amount charged against the General Fund Balance for pensions in year</b>		
Employers' contributions payable to the scheme	74,000	81,000

### Pension Assets and Liabilities Recognised in the Balance Sheet

	2023/24 £	2024/25 £
Present value of the defined benefit obligation	1,764,000	1,686,000
Fair value of plan assets	(2,044,000)	(2,232,000)
<b>Sub Total</b>	<b>(280,000)</b>	<b>(546,000)</b>
Other movements in the liability/(asset)	-	-
Payment of deficit	-	-
<b>Net liability arising from defined benefit obligation</b>	<b>(280,000)</b>	<b>(546,000)</b>

Reconciliation of the Movement in the Fair Value of Scheme Assets

	2023/24 £	2024/25 £
<b>Opening Fair Value of Scheme Assets</b>	<b>1,832,000</b>	<b>2,044,000</b>
Interest income	89,000	104,000
Re-measurement gain/(loss):		
Return on plan assets (excluding the amount included in the net interest expense)	74,000	(25,000)
Other actuarial gains/(losses) on assets	-	-
Contributions from employer	74,000	81,000
Contributions from employees into the scheme	19,000	21,000
Benefits paid	(43,000)	8,000
Administration expenses	(1,000)	(1,000)
<b>Closing Fair Value of Scheme Assets</b>	<b>2,044,000</b>	<b>2,232,000</b>

Reconciliation of Present Value of the Scheme Liabilities (Defined Benefit Obligation)

	2023/24 £	2024/25 £
<b>Opening Balance as at 1 April</b>	<b>1,715,000</b>	<b>1,764,000</b>
Current service cost	53,000	55,000
Interest cost	82,000	88,000
Contribution from scheme participants	19,000	21,000
Re-measurement (gain)/loss:		
Change in financial assumptions	(46,000)	(247,000)
Change in demographic assumptions	(25,000)	(5,000)
Experience loss/(gain)	9,000	(1,000)
Past service cost	-	-
Benefits paid	(43,000)	8,000
Unfunded pension payments	-	-
<b>Closing Balance as at 31 March</b>	<b>1,764,000</b>	<b>1,686,000</b>

Local Government Pension Scheme Assets

	2023/24 £	2024/25 £
Cash and Cash Equivalents	123,000	122,000
Equity Instruments	1,406,000	1,388,000
Gilts	49,000	185,000
Other Bonds	101,000	144,000
Property	217,000	229,000
Infrastructure	148,000	164,000
<b>Total Assets</b>	<b>2,044,000</b>	<b>2,232,000</b>

Basis for Estimating Assets and Liabilities

	2023/24 %	2024/25 %
<u>Mortality Assumptions</u>		
Longevity at 65 for current pensioners:		
- Men	20.4	20.4
- Women	23.3	23.3
Longevity at 65 for future pensioners:		
- Men	21.7	21.7
- Women	24.7	24.7
<u>Financial Assumptions</u>		
RPI Inflation	2.85	2.95
Rate of Increase in Salaries	3.85	3.95
Rate of Increase in Pensions	2.85	2.95
Rate for Discounting Scheme Liabilities	4.95	5.85

	Increase in Assumption £	Increase in Assumption £
Longevity (increase or decrease in 1 year)	71	65
Rate of increase in salaries (increase or decrease by 0.1%)	4	4
Rate of increase in pensions (increase or decrease by 0.1%)	28	25
Rate for discounting scheme liabilities (increase or decrease by 0.1%)	(31)	(27)

## Notes to the Core Financial Statements

### 1. Adjustments between Accounting Basis and Funding Basis under Regulation

	2023/24 £	2024/25 £
Depreciation	(99,408)	(123,975)
Impairment	-	-
Capital expenditure financed by revenue	2,373	14,384
Capital expenditure financed from reserves	42,300	593,054
Capital Financing – Repayment of Principal	-	-
Pension Costs	27,000	21,000
<b>Total</b>	<b>(27,735)</b>	<b>504,463</b>

### 2. Financing and Investment Income and Expenditure

	2023/24 £	2024/25 £
Interest receivable and similar income	(22,793)	(22,108)
Interest payable and similar payments	-	-
Net interest on net defined benefit liability/(asset)	(7,000)	4,000
Distribution to Constituent Authorities	700,000	700,000
<b>Total</b>	<b>670,207</b>	<b>681,892</b>

### 3. Property, Plant and Equipment

	Land and Buildings £	Vehicles, Plant and Equipment £	Total £
<u>Original Cost/Opening Valuation</u>	3,671,999	920,069	4,592,069
Enhancement and Additions	-	607,438	607,438
Revaluation	-	-	-
Disposals	-	-	-
Impairments	-	-	-
<b>As at 31 March 2024</b>	<b>3,671,999</b>	<b>1,527,507</b>	<b>5,199,507</b>
<u>Opening Depreciation/Impairments</u>	(51,526)	(711,314)	(762,840)
Depreciation for the year	(80,338)	(43,637)	(123,975)
Assets Held for Sale	(224,913)	-	-
Revaluation	-	-	-
Disposals	-	-	-
<b>As at 31 March 2025</b>	<b>(356,777)</b>	<b>(754,951)</b>	<b>(886,815)</b>
Net Book value as at:			
1 April 2024	3,620,473	208,755	3,829,229
31 March 2025	3,315,223	772,556	4,087,779

Analysis of Property, Plant and Equipment

Asset Description	31 March 2024 £	31 March 2025 £
<u>Land and Buildings</u>		
Crematorium Buildings	3,038,500	2,961,250
Crematorium Land	354,000	354,000
Boundary Land *	38,000	-
Pamela Cottage *	123,500	-
Land at Pamela Cottage *	66,500	-
	<b>3,620,500</b>	<b>3,315,250</b>
<u>Vehicles, Plant and Equipment</u>		
Mercury Abatement Equipment	44,557	22,279
Columbaria	1,800	900
Charging Bier	9,892	8,793
Children's Memorial Area	18,071	13,553
Lecterns and Curtains	3,324	2,493
Epilog Upgrade	5,279	3,519
Catafalque	-	-
Heat Exchanger	6,868	6,181
Buggy Grounds Vehicle	4,794	3,995
Cremator Reline and Health	32,307	24,230
Car Park	32,072	31,249
Door Repair and Maintenance	7,465	5,599
Cremators	42,300	620,970
Audio System	-	28,768
	<b>208,729</b>	<b>772,529</b>
<b>Total Property, Plant and Equipment</b>	<b>3,829,229</b>	<b>4,087,779</b>

\* Boundary Land, Pamela Cottage and Land are reclassified as 'Asset Held for Sale' on 31 March 2025.

4. Short Term Debtors

	31 March 2024 £	31 March 2025 £
Funeral Directors	126,216	131,458
Other Debtors – Local Authorities	63,682	43,509
<b>Total Short-Term Debtors</b>	<b>189,898</b>	<b>174,966</b>

5. Cash and Cash Equivalents

	31 March 2024 £	31 March 2025 £
Cash in hand	80	80
Bank Current Accounts	20,368	15,806
Cash-in-Transit	-	-
<b>Total Cash and Cash Equivalents Balance</b>	<b>20,448</b>	<b>15,886</b>

6. Short Term Creditors

	31 March 2024 £	31 March 2025 £
Local Authorities	(4,058)	(4,058)
Other Organisations	(55,521)	(47,573)
<b>Total Short-Term Creditors</b>	<b>(59,579)</b>	<b>(51,630)</b>

7. Unusable Reserves

	2023/24 £	2024/25 £
Revaluation Reserve	(1,841,061)	(1,792,603)
Capital Adjustment Account	(1,988,167)	(2,520,088)
Pension Reserve	128,000	123,000
<b>Total Unusable Reserves</b>	<b>(3,701,228)</b>	<b>(4,189,691)</b>

7a. Revaluation Reserve

	2023/24 £	2024/25 £
Balance as at 1 April	(567,430)	(1,841,061)
Upward Revaluation of Assets	(1,307,192)	-
Impairment	-	-
Surplus/deficit on revaluation of non-current assets not posted to the Surplus/Deficit on the Provision of Services	33,561	48,458
<b>Balance as at 31 March</b>	<b>(1,841,061)</b>	<b>(1,792,603)</b>

7b. Capital Adjustment Account

	2023/24 £	2024/25 £
<b>Balance as at 1 April</b>	<b>(2,009,342)</b>	<b>(1,988,168)</b>
<u>Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:</u>		
Charges for depreciation and impairment of non-current assets	99,408	123,975
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-
	(1,909,934)	(1,864,193)
Adjusting amounts written out of the Revaluation Reserve	(33,561)	(48,458)
<b>Net written out amount of the cost of non-current assets consumed in the year</b>	<b>(1,943,495)</b>	<b>(1,912,651)</b>
<u>Capital financing applied in the year:</u>		
Capital expenditure charged against the General Revenue Balance	(44,673)	(607,438)
<b>Balance as at 31 March</b>	<b>(1,988,168)</b>	<b>(2,520,089)</b>

7c. Pensions Reserve

	2023/24 £	2024/25 £
<b>Balance as at 1 April</b>	<b>(117,000)</b>	<b>128,000</b>
Re-measurement of the net defined liability/(asset)	272,000	16,000
Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	47,000	60,000
Employer's pensions contributions and direct payments to pensioners payable in the year	(74,000)	(81,000)
<b>Balance as at 31 March</b>	<b>128,000</b>	<b>123,000</b>

8. Cash Flow Statement – Operating Activities

The cash flows for operating activities include the following items:

	2023/24 £	2024/25 £
Interest received	(22,793)	(22,108)
Interest paid	-	-

9. Cash Flow Statement – Investing Activities

	2023/24 £	2024/25 £
Purchase of property, plant and equipment, investment property and intangible assets	44,673	607,438
Purchase of short-term investments	(72,207)	22,108
<b>Total Investing Activities</b>	<b>(27,534)</b>	<b>629,546</b>

10. Cash Flow Statement – Financing Activities

	2023/24 £	2024/25 £
Other receipts from financing activities	-	-
Other payments for financing activities	-	-
<b>Total Financing Activities</b>	<b>-</b>	<b>-</b>

11. Capital Expenditure and Financing

	2024/25 £
Expenditure:	
<u>Operational Assets</u>	
Audio System	28,768
Cremator	578,670
<u>Non-Operational Assets</u>	
Capital Salaries	-
<b>Total Expenditure</b>	<b>607,438</b>
Financing:	
Revenue Financing	(14,384)
Repairs and Renewals Reserve	(593,054)
<b>Total Financing</b>	<b>(607,438)</b>

12. Investments

	2023/24 £	2024/25 £
Repairs and Renewals Reserve	165,621	159,077
Revenue Reserve	191,731	220,383
<b>Total Investments</b>	<b>357,352</b>	<b>379,460</b>

## Report of the Executive Director

**Marketing and Performance Strategy**1. Purpose of Report

To provide the Joint Committee with an update on performance and marketing.

2. Recommendation

**The Joint Committee is asked to NOTE the report.**

3. Detail

Analysis is carried out monthly to establish the market share for the services held at Bramcote Crematorium. In addition, data is collated to provide the Joint Committee with the most recent details regarding service performance. Further detail is provided in the **Appendix**.

4. Financial Implications

The comments from the Assistant Director Finance Services were as follows:

The Bramcote Crematorium Medium-Term Financial Strategy identifies cremation fee income as one of the highest rated risks in terms of the Crematorium achieving its objectives. Any variation in the number and type of cremations completed will have a direct impact on the Crematorium's income budget and overall financial performance. For example, a potential decrease of 100 cremations at the full-service fee would reduce revenues by almost £100k.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

There are no direct legal implications arising from this report.

6. Human Resources Implications

Not applicable

7. Union Comments

Not applicable

8. Climate Change Implications

The climate change implications are contained within the report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

There is no requirement for an Equality Impact Assessment.

11. Background Papers

Nil.

## Appendix

**Marketing**

The success of the marketing strategy will be determined by the positive impact that is achieved on measurable goals. These measurable goals form the Key Performance Indicators (KPIs).

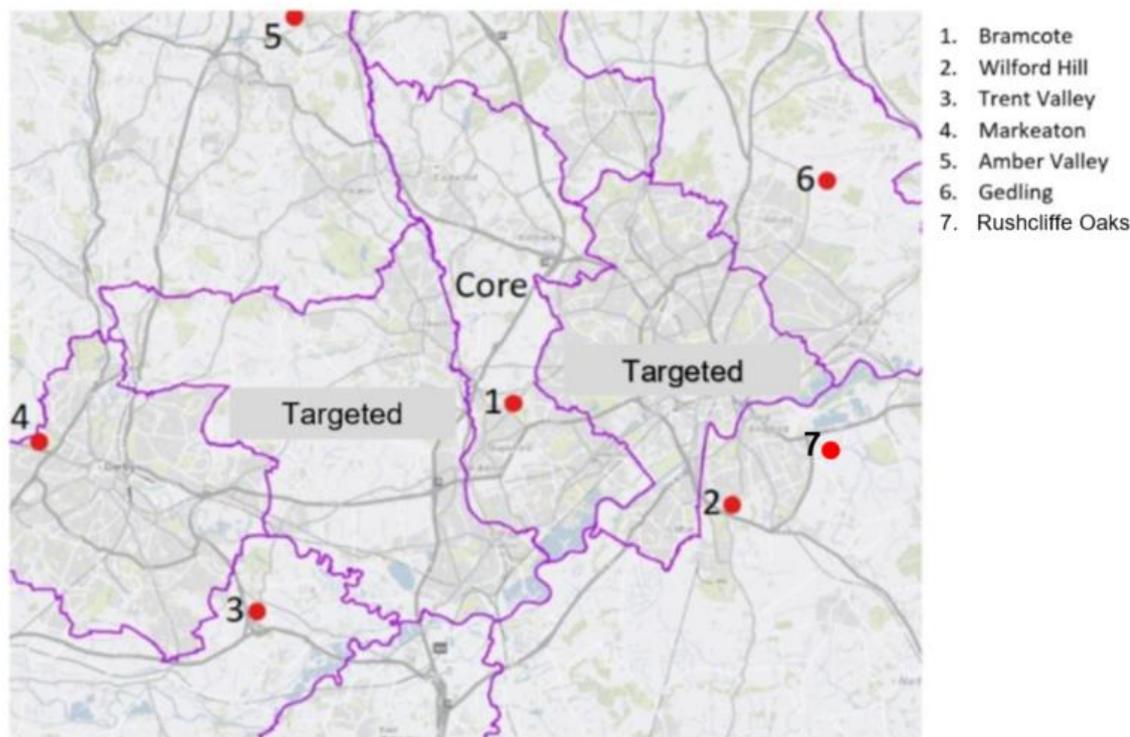
Analysis will be carried out monthly to establish the market share for the services held at the Crematorium. For every cremation held at the crematorium this will involve recording the district where each of the deceased lived set against the overall death rate for the corresponding district. The market share can then be calculated.

The target markets for the Crematorium are grouped into:

- Core area (Broxtowe area)
- Targeted area (Erewash and Nottingham City, due to close proximity of competitors)
- Out of area (surrounding areas).

The term 'core area' refers to the region where the crematorium is expected to attract the vast majority of custom based on being the primary service provider within that area. The term 'targeted area' is the marketing term for an area that companies compete with each other to develop, sell, or control. The term 'out of area' refers to the area where attracting custom from that region will be a challenge based on factors such as the proximity and competitors.

The map below shows the designation of the areas together with the competitor's locations.



This report will be crucial to determine where to concentrate our marketing strategy and efforts. The crematorium should have a greater percentage of the market share in its core area, with the percentage decreasing in the targeted area and out of area where other crematoriums operate.

The following activities have been undertaken as part of raising the profile of the crematorium in both the core and targeted area:

- Continuation of increased exposure and messages through social media channels.
- Regular website updates actioned to enhance the customers experience including mobile device enabled. Regular updates of news and events. Google reviews now included on the website home page.
- Continuation of regular meetings with local community groups and charities to work closely promoting services and organising joint events further promoting services and facilities on offer.
- Weekly discussions with funeral directors to look at potential improvements with the services offered.
- Discussions ongoing to create exclusive service contracts with Funeral Directors.
- Investigations continuing on an innovative project which will see Bramcote Bereavement Services becoming the crematorium of choice in both core and targeted areas.
- The recent launch of the Pre-Paid Cremation Plan and associated marketing campaign. The “Preventing Poverty Beyond Death” Report by Church Action on Poverty stated the cost of dying has risen seven times faster than the cost of living. By locking in at today’s prices a pre-paid cremation plan removes the burden on families at time of death.

### **Performance**

The table below details the number of fee charging cremations on a year-by-year basis. The number of fee charging cremations facilitated at Bramcote Crematorium in 2024/25 in the core, targeted and out of area has decreased by 111 compared to the same period 2023/24, resulting in 2,191 fee charging cremations.

The decrease in numbers can partly be attributed to the restriction of services for four days to accommodate works relating to the new cremator project.

Invoices for cremation fees raised in 2024/25 equates to £1.917m compared to £1.853m in 2023/24. This is an additional £63k in revenue.

Month	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
April	187	300	226	180	166	221
May	226	280	184	212	195	197
June	211	183	239	227	181	192
July	187	176	179	180	197	202
August	192	178	177	215	162	158
September	171	181	192	176	165	149
October	203	199	193	194	196	169
November	208	217	224	217	178	170
December	201	259	195	193	190	178
January	270	222	217	252	246	199
February	203	303	224	214	196	183
March	239	267	228	219	230	173
Total	2,498	2,765	2,478	2,479	2,302	2,191

### **Types of Services breakdown**

The table below shows the different types of cremations which have taken place. The key for the data in the table is as follows:

**Full Service:** A regular 60-minute service and cremation.

**Committal Service:** The service was held at a church/chapel first, then a short service and cremation.

**Direct Service:** A regular cremation but where there is no service.

**Attended Direct Service:** A regular cremation involving a 15-minute service at our direct times with limited mourners and eulogy delivered by the Bramcote Bereavement Services team.

**AW Lymn Direct Contract:** A normal cremation but where there is no service.

**Hospital Body:** The Cremation of a body received direct from the hospital.

**Hospital Body Part:** The Cremation of a body part received direct from the hospital.

**Morning Sunrise Service:** A regular cremation involving a 60-minute service only at 9:00am in the Serenity Chapel.

	2023/24	2024/25
Full Service	2,009	1,849
Committal Service	91	88
Direct Service	84	82
Attended Direct Service	26	35
AW Lymn Direct Contract	49	75
Hospital Body	21	19
Hospital Body Part	0	1
Morning Sunrise Service	9	11
Children Funeral Fund	13	31
Cremations Total	2,302	2,191

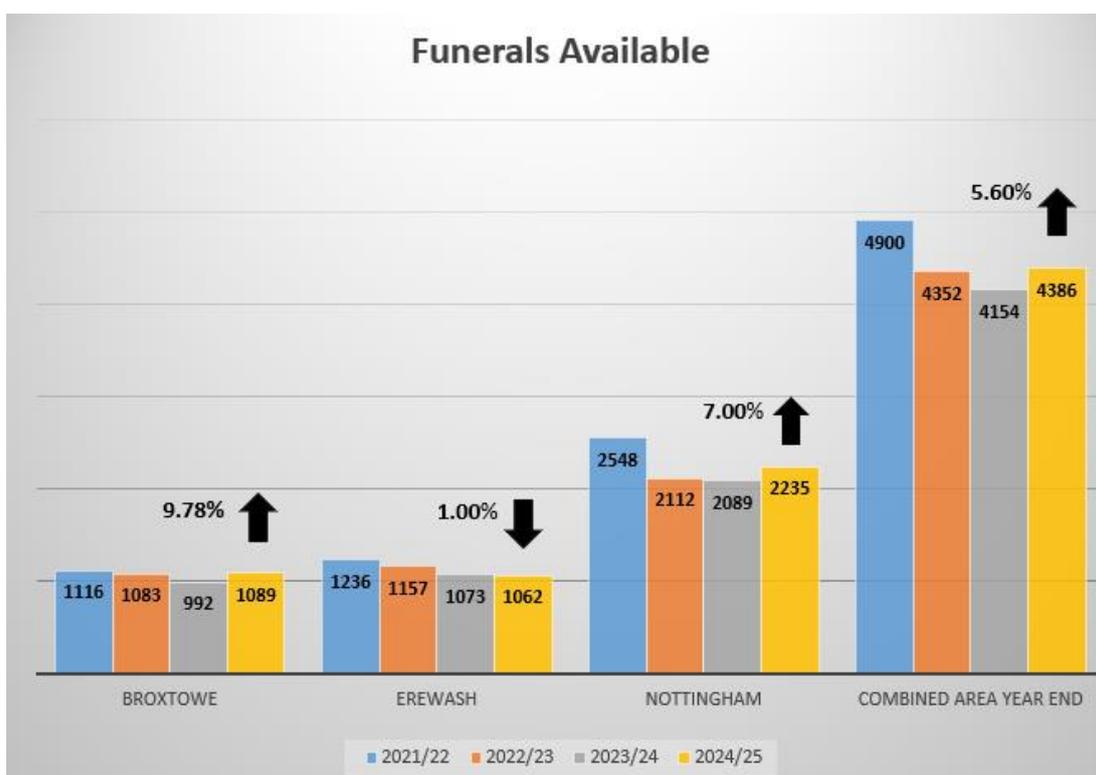
Note: AW Lymn direct contract started 1 January 2024. In June 2024, AW Lymn purchased their own crematorium outside the local area, resulting in potential local cremations now being conducted at their own facility and out of area.

**Death rate and funerals available**

The death rate is collated from the website below:

<https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/deaths/datasets/monthlyfiguresondeathsregisteredbyareaofusualresidence>

Funerals available for cremation in the core and targeted area in 2024/25 saw an average increase of 5.6% compared to 2023/24. Initially in 2024 the death rate had increased by 39% with cremation numbers increasing as detailed in the performance table included in this report. The death rate reduced throughout the second half of the year resulting in a reduction in cremation numbers achieved. The graph provided below illustrates the data gathered from registered deaths in Bramcote Bereavement Services core and targeted areas.



**Market Share**

Despite the increase in cremations available, the overall market share in the core and targeted areas has decreased by 4.60% in 2024/25 compared to the same period 2023/24 from 48.70% to 44.10%.

Investigation suggests that the increase in popularity of Direct Cremation through Nationwide providers has a direct impact on Market Share and cremation numbers. Discussions with local Funeral Directors also suggests a decrease in funerals staying in the local area is attributable to this factor.



**Pre-Paid Cremation Deed**

Since the launch of the pre-paid cremation plan, 32 residents have benefited by securing their future cremation at today’s prices, therefore eliminating the stress and financial burden when the time comes. This has resulted in £23,343 in future cremation fees being received by Bramcote Bereavement Services, this is invested and funds drawn down when required. Around 66% of deeds purchased have been for direct cremations, further confirming the trend in the market and popularity of this kind of service.

## Community Events

During 2024/25 Bramcote Bereavement Services have delivered several events to help the bereaved remember their loved ones in a dignified and respectful manner.

**Mothers and Fathers Day:** On both days, Bramcote Bereavement Service Officers opened the intimate Reflection Chapel for the bereaved to sit, light a candle and reflect. Attendees were invited to choose a special piece of music to play whilst remembering their loved one. Approximately 120 members of the public attended both events. Feedback received is below.

Such a lovely gesture, we appreciated being able to visit this morning. Thank you to all

3w Care Reply



Wow this is so beautiful 🌹 so sweet. Happy heavenly mother's day for all them mother's



3w Care Reply



Well done to the staff at Bramcote for organising such a thoughtful event to remember all our mums on Mother's Day 🌹.

3w Like Reply



Thank you so much for putting this beautiful and thoughtful event together and giving your time .. you've absolutely helped a lot of people in so many ways today by doing this ❤️ .. it felt like i was able to spend time with my Mum and was able to celebrate her today after many years of not having her around .. thank you to you all it really was wonderful ❤️❤️

3w Like Reply



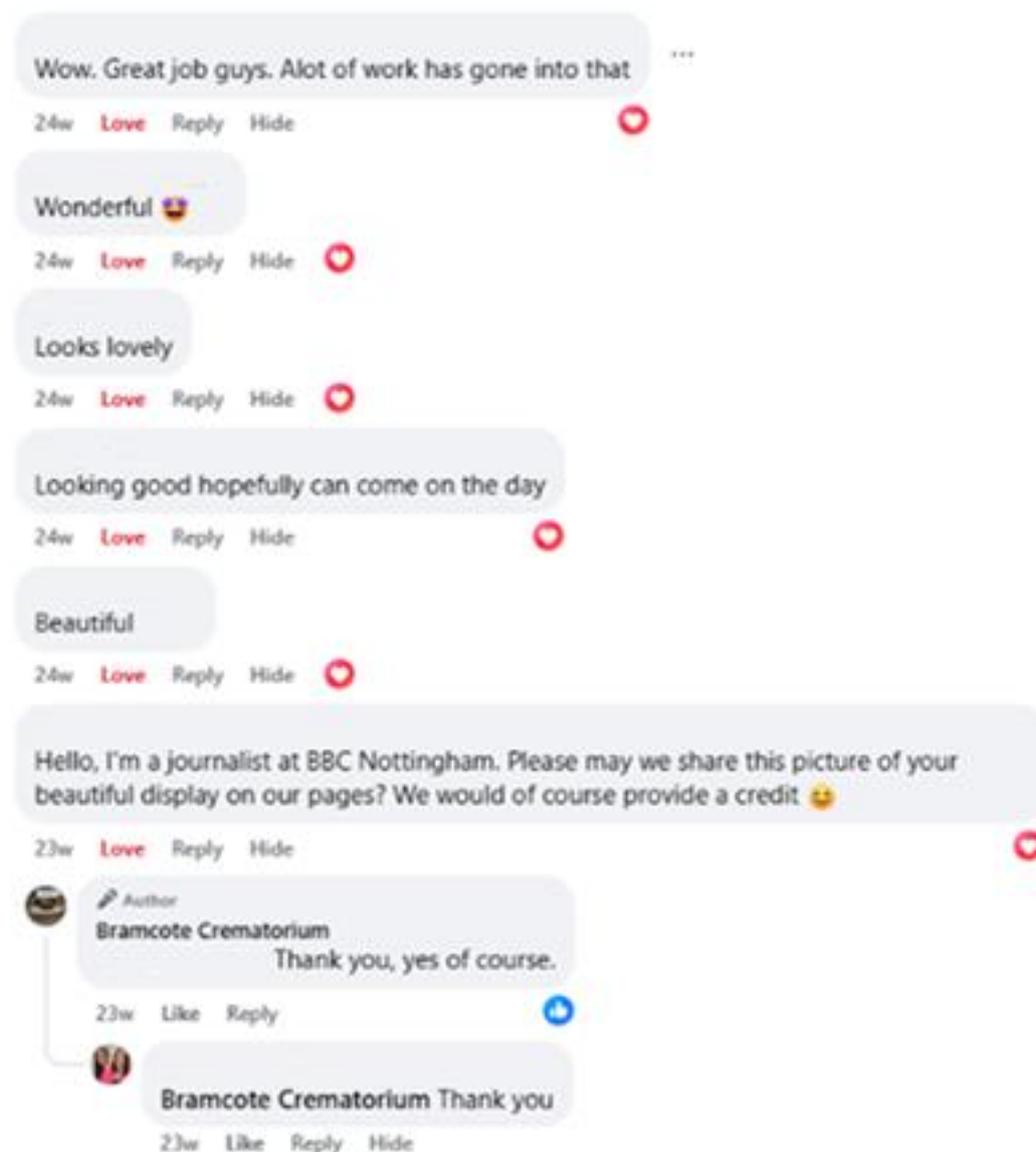
Thankyou for putting a beautiful display on and playing my grandma favourite piece of music will keep coming back to remember her for birthday and Christmas and Mothering Sunday xxx

3w Like Reply

Thanks for the beautiful display and the opportunity to light a candle 🕯️ & play my mums favourite music to remember all we have lost ❤️

**80<sup>th</sup> Anniversary D-Day:** An important day to include in the diary of the Crematorium. A well-attended event by members of the public, Veterans and the Royal Artillery Association who supplied a flag bearer.

**Armistice Day:** This was the first time Bramcote Bereavement Services held this event. It was well received with plans in place for future years. Well attended by the public, Veterans and the Deputy Lieutenant who delivered a reading. Feedback received is below.



**Christmas Service:** In excess of 140 members of the public attended the service. Father Christmas greeted the public in his sleigh and representatives from Funeral Directors delivered readings, with the main service being delivered by the Bramcote Bereavement Services team. The theme for the evening was peace. A token wooden dove was gifted to all attendees to adorn on their Christmas tree. The Long Eaton Silver Prize Band performed the carols to a warm welcome from the public.

### Compliments

2024/25 saw Bramcote Bereavement Services receive compliments and thanks for their services, professionalism and attention to detail. Below is just a small selection from over 30 compliments captured.

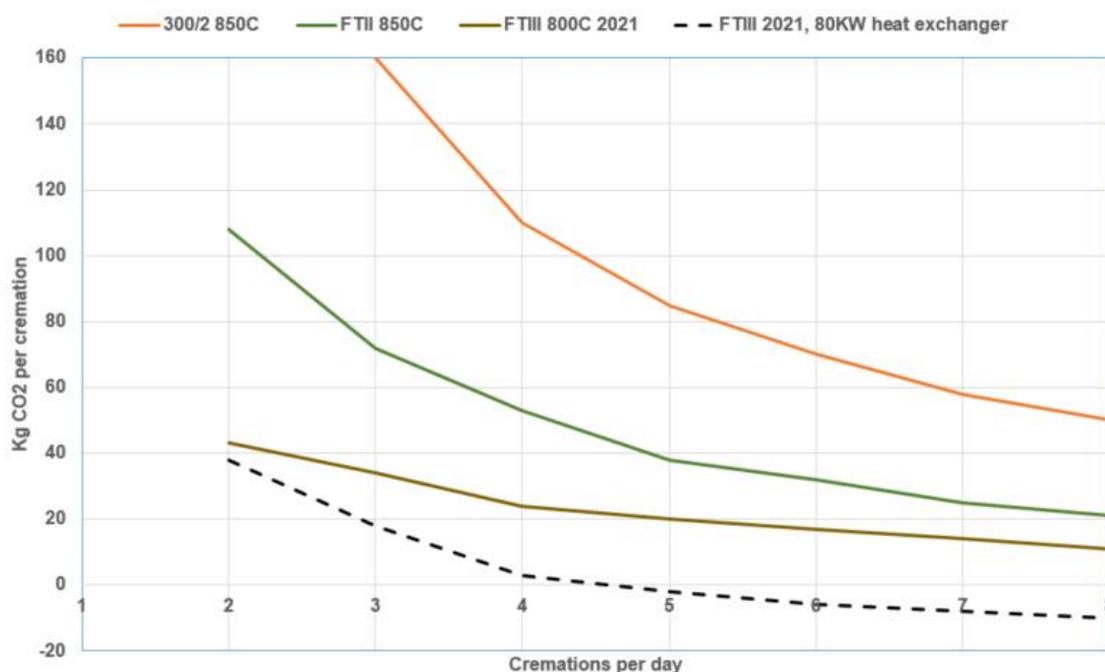
- *It really is that kind of professionalism and eye for detail which sets certain chapel attendants in the various crematoria around Nottinghamshire and Derbyshire apart. Bramcote has always been my favourite Crem, quite simply because of the quality of the staff, something Michelle perfectly exemplified yesterday.*
- *Caring and supporting me at my hubby (murray) funeral and making a lovely speech. Thanks again. Muriel Beadling*
- *Excellent assistance in giving my aunt a wonderful send off.*
- *Fantastic eulogy.*
- *Helping the lady who was suffering with Dementia.*

**Strategic Operational Improvement**

In order to improve energy efficiency and reduce gas usage, changes were made to the operations of the cremators. In 2024/25 a reduction in energy usage of 11% has been achieved resulting in a saving of £15,000.

With the installation of the new FTIII cremators, energy efficiency will be closely monitored. The abatement system will be fully installed and operational for data to be gathered and analysed from July 2025.

The graph below details the performance of the previously operated Evans 300/2 and FTII cremator model and the FTIII model with heat recovery to be installed at the Crematorium. Also indicated is the FTIII model with no heat exchange to demonstrate how the installation of the heat exchange further advances efficiency.



The performance figures indicate that not only is the new FTIII cremator more energy efficient in its energy use than the current equipment operated but also significantly reduces the level of gas consumption the more cremations are undertaken with each machine. The method of operating one cremator and maximising the number of cremations per day was adopted in 2023, as reported to the Joint Committee, to further reduce gas usage and has resulted in significant savings.

A further reduction in the Crematorium's carbon footprint will be achieved with the installation of the Plate Heat Exchange (PHE). Cremators with mercury abatement require the flue gases to be cooled for the abatement process. This cooling means significant quantities of heat energy is available for other purposes, the easiest of which is the heating of the Crematorium buildings. The heat recoverable from cremations is on average 270kW. The dotted lines show the effect of 80kW heat recovery on the CO<sub>2</sub> footprint. It demonstrates that the crematorium will be operating at carbon neutral during normal operation.

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**Report of the Executive Director**

<b>Update on Replacement Cremators</b>
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1. Purpose of Report

To provide the Joint Committee with an update on the progress of the replacement cremators project.

2. Recommendation

**The Joint Committee is asked to NOTE the report.**

3. Detail

At the time of this Joint Committee meeting, the project will be in its final stage of commissioning the Flue Gas Treatment (FGT). This refers to the system that processes and cleans the gases produced during cremation, before they are released into the atmosphere. This system is crucial for preventing pollution and ensuring compliance with environmental regulations.

Training on the FGT commences on 23 June 2025 with the final handover on 27 June 2025.

At the time of writing this report there are no delays anticipated that would result in the project not completing on target.

A full verbal update will be given on the evening of the Joint Committee in order to confirm the current position.

4. Financial Implications

The comments from the Assistant Director Finance Services were as follows:

The approved budget includes £1.8m for the installation of new replacement cremators and associated works. The cost of this capital investment is being jointly and equally funded by Broxtowe and Erewash Borough Councils who have arranged the financing within their respective capital programmes. There is also the balance of £117k brought forward from an earlier development budget approved in 2023/24 towards initial consultancy costs.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

There are no direct legal implications arising from this report.

6. Human Resources Implications

Not applicable.

7. Union Comments

Not applicable.

8. Climate Change Implications

The climate change implications are contained within the report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

Not applicable.

11. Background Papers

Nil.

**Report of the Executive Director**

**Work Programme/Schedule of Meetings**

1. Purpose of Report

To consider items for inclusion in the Work Programme for future meetings.

2. Recommendation

**The Joint Committee is asked to CONSIDER the Work Programme and the Schedule of Meetings and RESOLVE accordingly.**

3. Detail

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

23 October 2025	<ul style="list-style-type: none"> <li>• Financial Performance Management Update</li> <li>• Marketing and Performance Strategy Update</li> <li>• Replacement Cremator Update</li> <li>• Pamela Cottage Update</li> </ul>
15 January 2026	<ul style="list-style-type: none"> <li>• Budget Setting – Financial Estimates 2024/25 and 2025/26</li> <li>• Medium Term Financial Strategy 2024/25 to 2028/29</li> <li>• Marketing and Performance Strategy Update</li> <li>• Christmas Service of Remembrance</li> </ul>
19 March 2026	<ul style="list-style-type: none"> <li>• Charitable Donations</li> <li>• Financial Performance Management Update</li> <li>• Marketing and Performance Strategy Update</li> </ul>
25 June 2026	<ul style="list-style-type: none"> <li>• Annual Report and Management Statement of Accounts 2025/26</li> <li>• Marketing and Performance Strategy Update</li> </ul>

4. Financial Implications

Comments from the Head of Finance Services were as follows:

There are no financial implications.

5. Legal Implications

Comments from the Head of Legal Services were as follows:

The terms of reference are set out in the Council's constitution. It is good practice to include a work programme to help the Council manage the portfolios.

6. Background Papers

Nil.

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