

## **INSTITUTE OF CEMETERY & CREMATORIUM MANAGEMENT**

**Report of the meeting of the Board of Directors held on 4<sup>th</sup> December 2006 at the National Office.**

### **Present:**

**Directors:** David McCarthy  
Philip Ewing  
John O'Callaghan  
Ian Hulf  
Alan Till  
Martin Birch

**Officers:** Tim Morris  
John Robson  
Ron Dunn  
Trevor Robson

### **1. Election of Chair and Vice Chair for 2006/2007.**

The Board nominated Gary Green as Chair and John O'Callaghan as Vice Chair for the forthcoming year. The nominations were unanimously accepted. John O'Callaghan took the Chair for the current meeting.

### **2. Apologies for Absence**

Apologies were received from Gary Green and John Rotherham.

### **3. Education**

86 Diploma modules had been released to date.

### **4. Membership**

Annual fluctuation in professional membership was reported. A number of former professional members have been reinstated together with a steady increase in Corporate membership. A new Corporate membership database has been constructed.

### **5. Fees and Charges**

The list of fees and charges submitted by the National Treasurer was approved. It was noted that the Professional membership fee would only be increased by a nominal £1.

### **6. Recycling income**

The Treasurer reported that an initial payment of £15,000 had been received from Orthometals. The Chief Executive informed the Board that the scheme requires distribution of surplus to charities nominated by scheme members and it is proposed that members are contacted early in the new year. It was agreed that the Chief Executive writes to all scheme members informing them of the initial surplus produced and requests nominations for suitable death related national charities.

## **7. COTS**

The Chief Executive reported that a new additional course is currently being designed and will be piloted in January 07.

The number of candidates attending courses has risen, particularly in respect of on-site training with NPTC accreditation being the likely cause. It was reported that meetings will take place with the Berkshire College in January 07 to commence the accreditation process for all COTS courses.

## **8. Conference Resolution – The Emission of Mercury from Crematoria**

Directors were reminded that the following European resolutions were unanimously accepted by members attending at conference:

**European Parliament** - *"Mercury in dental amalgam represents the second largest stock of mercury in society.. and that emissions from crematoria will be a significant source of mercury pollution for many years to come, unless abatement techniques that can considerably reduce these emissions are put into place very soon".. The European Parliament also resolved to "ask the European Commission to take further measures, in the short term, to control mercury emissions from crematoria, given that this is an increasing and worrisome source of emissions".*

And

**The Cemetery & Crematorium Working Committee of the European Federation of Funeral Services** - "By 1st January 2012 the installation of filtration equipment at all crematoria should be mandatory in Europe. Emission limits and their measurement should be standard across Europe".

It was unanimously agreed that The Board would endorse the views of the membership and amend the ICCM environmental policy accordingly. It was further agreed that the Chief Executive will provide a draft of the revised policy for consideration at the next Board meeting.

## **9. CAMEO Steering Group**

Directors discussed the information provided by the CAMEO manager (previously circulated). It was noted that no detailed information on how the scheme will operate was contained.

It was agreed that the Chief Executive should attend at the next meeting of the steering group and that Directors will provide a list of questions to be raised.

## **10. International Cremation Federation Guide to Cremation Practice**

Directors discussed the Guide that had recently been produced by the ICF. Directors complimented the ICF committee and commended their achievement in producing a guidance document for use worldwide. It was agreed that the Institute supports the ICF Guide.

## **11. One Organisation – One Voice**

David McCarthy informed the Board of the response received from the Secretary of the FBCA stating that the proposal to create a single organisation would be placed before its Executive committee on 6<sup>th</sup> December 2006.

The results of the Institute membership consultation was circulated indicating the initial responses indicating 87% in favour.

A letter received from the S&NI branch stated that some 70% of the branch does not have email access whilst others had only received the consultation document close to the closing date. It was agreed that the survey results should be forwarded to all respondents immediately. It was further agreed that the results should be circulated to the membership as soon as possible and that the consultation be continued.

## **12. NAMM AGM**

Directors were informed that the subject of 30 year guarantees for memorials was discussed at the NAMM AGM.

The Deputy President informed Directors that a meeting is being arranged with NAMM at their request and that this subject will be on the agenda.

## **13. 2007 Conference / ICF Event**

The Chief Executive informed Directors that despite forwarding both written and email correspondence with the Secretary of the Cremation Society no date had yet been set for the inaugural meeting of organisations. Directors were reminded that the initial approach in respect of a joint event designed to host a meeting of the ICF General Council was received in September.

The Board expressed concern that at such a late stage it may not be possible to locate a suitable venue for the joint event but reaffirmed its commitment to the proposal and the Institute's membership of the ICF.

Directors were informed that the Cairn hotel had been provisionally booked for the ICCM conference however should the joint event go ahead it would be necessary to cancel this booking. The Cairn will require a deposit in early 2007. It was agreed that The Chief Executive makes telephone contact with the Secretary of the Cremation Society in an attempt to establish the current position regarding the Joint event.

## **14. Meeting with the Minister**

The Chief Executive provided information on the meeting with Harriet Harman that took place recently. The Minister appeared to be positive with regard the reuse of graves and favoured empowering local decision making and use of current statutory powers as opposed to redrafting legislation which is costly and time consuming.

The suggestion of establishing a pilot site for reuse with a view to drafting industry best practice guidance was well received.

### **15. Burden Sharing Approach**

The Chief Executive reported that a local authority was proposing a local burden sharing approach and had contacted him in order to gauge Institute interest. The proposal includes neighbouring crematoria decommissioning all cremation equipment and hold chapel services only with coffins then being transported to a single upgraded and abated site.

It was agreed that the local authority concerned be given a platform to promote its proposal at the Corporate Seminar and at any future meeting of the London Manager's Forum.

### **16. Website**

Directors discussed matters concerning the website which included upgrade of home page, newsletters and on-line bookings and payments.

The Chief Executive reported that the electronic newsletter and text editing requirements are being progressed and that a meeting is being arranged for late December to discuss further upgrades.