1 Welcome

Chairman Ken Forbes opened the meeting by welcoming all members to the Parish Halls in Glasgow. He then introduced Councillor Ewan McLeod, Convenor of Environmental and Land Services. He spoke on the issues facing Bereavement Services within Glasgow and detailed the £300 million budget for the service he covers. Spoke on supporting the needs of the bereaved and the possibility of looking at a public/private partnership to deliver the service the customer wants. After several questions from branch members, Councillor McLeod agreed to come back to a future meeting to discuss the future of Glasgow’s Bereavement Services once papers etc had been published. The Chairman thanked the Councillor for his frankness in regard to this type of service.

2 Housekeeping

Lucille Furie, our host for the day detailed the housekeeping rules of the Parish Halls and the facilities available.

3 Sederunt

The Secretary detailed members as per the attendance book, 17 members in attendance.

4 Apologies

The Secretary detailed members as per the attendance book, 11 members intimated apologies.

5 Minutes of Last Meeting

The Chairman detailed the Minutes.
Proposed by Allan Gall
Seconded by Alan Copeland

6 Matters Arising

- The Chairman commented on the issue of board members and stated that he was pleased to see that both were in attendance at today’s meeting and hoped that they would continue to make input into the branch.

- The Chairman raised the issue of again having no full time officer in attendance at today’s meeting. The secretary stated that he had been advised early in the year that the Chief Executive, President, Chairman and Vice-Chairman of the board would be in attendance, however, due to
the various changes at board and officer level in recent weeks it was unfortunate that no one was able to attend. An officer will attend at future meetings.

- Again detailed the need for partnership building between the branch and members as well as other areas of our industry. Again, there was a discussion on the need for crematoria and that formula/criteria should be used to determine this. A lengthy discussion by member of the issue on the need for abatement within the industry.

- With regard to the issue of title deeds and the investigation of Midlothian Council Ombudsman. It was agreed that the Secretary write to the Chief Executive for the Institutes view on this matter. It was also agreed that the Secretary obtain a copy of the Ombudsmen’s Report and send the pertinent points to Executive members for comments.

- The issue of the new access legislation was raised and members were advised to look at this in greater detail when reviewing their management rules and for Codes of Practice for Cemeteries and Crematoria.

7 **Chairman’s Report**

The Chair spoke on various issues including:

- Welcoming Bob McCulloch and David MacColl back to the branch and that the past was now behind us. Bob formally responded.

- Job evaluation and single status including pay rates and scales across the Country.

- The matter of training for employers – ICCM courses, codes of practice, offline systems, and environmental protection, management rules.

- Awards of outside bodies including Charter Mark, Charter for the Bereaved, ISO 9001, ISO 14001, Investor in People.

- Grave re-use and the changes made in London and the problem we currently encounter in Scotland with SEPA.

- Managers handbook and the time it has taken the ICCM to conclude this.

- Spoke at length on the Scottish Burial Review Report which has just been published.

- BRAMM and other registration schemes for monumental masons
• Bereavement Services Portal detailing the good and bad points to this along with the ICCM involvement.

• The need for CIPFA to assist in providing stats for cemeteries and the need to involve APSE to provide this information for managers etc

8 Executive Report

The secretary detailed that no executive meeting had taken place since the December Branch meeting in Edinburgh.
A discussion by members on the need for an executive. Again members raised the issue of benchmarking for cemeteries etc. It was agreed that Allan Gall and Bob McCulloch would discuss this at the next APSE meeting.

9 Secretary’s Report

The Secretary reported on the current branch membership which now stands at 66 members – an increase of three since the December meeting. He stated that the branch account details would be discussed at the AGM later that day.
Detailed to members a letter sent to corporate members about the requirement to abate and the responses from members at an earlier survey. Branch members debated these issues again including comments from members within the private sector.
Members questioned the secretary on the issue of the ICCM Law Book and he updated them on this and gave details on the new members to the ICCM staff. The Scottish Law Review was available to members to peruse etc and Bob McCulloch who is a member of this group augmented the report and answered members questions.

10 Correspondence

The Secretary intimated that all actual details of correspondence dated between 5 December 2007 and 15 April 2008 were available for members to view at the top table. He also pursed a list of the titles etc

11 Corporate Committee Report

The Secretary detailed the main points at the recent Corporate Committee meeting in London:

• Updated number of corporate members
• Corporate Seminar 2008 and that all exhibitor space had been taken
• Detailed the venue for the 2008 conference
• Easy Guide to the Law of Burial with the intention to land this at conference
• An update of the Managers Handbook
• Detailed the staff review
• Cemetery of the Year – detailed dates etc and the new role of judges
• Updating the Charter for the Bereaved
• Spoke on the draft version of Managing the Safety of Burial Ground Memorials
• Forthcoming Member Elections

12 Any Other Competent Business

There were no other business. The Chair closed the meeting at 12.40 for lunch with the AGM commencing after lunch.

The Chair thanked Lucille Furie for organising the days events.