

Institute of Cemetery & Crematorium Management

Minutes of the meeting of the Board of Directors held on 3rd July 2013 at the National Office.

Present:

Directors – Martin Birch, Alan Till, John O’Callaghan, Natasha Bradshaw, Bill Stanley, Roddy McGinley, Alan Copeland, Anthony Devonport

Officers – Tim Morris, Trevor Robson, David McCarthy

Ian Quance attended for the item Natural Burial Grounds

1. Opening of the Meeting

The Chairman opened the meeting at 10.30am.

2. Apologies for Absence

Julie Dunk was engaged on a management placement therefore unable to attend.

Charles Ward had been required in his office.

3. Declarations of Interest

Ian Quance reminded directors of his previous declaration of interest.

4. Minutes of the meeting of 30th April

The minutes were agreed as a true record.

Matters Arising

There were no matters arising

5. Report of the Finance & IT Manager

Professional Membership

At 26th June 2013 an increase of 1.2% increase since 1st April 2013.

Corporate Membership

A 0.6% increase had been recorded since 01/04/13

A revised budget was presented with revisions based on improvements and additional demand.

6. Report of the Chief Executive

Infant Cremation Commission, Scotland – Update

The Chief Executive updated the board on the work of the Infant

Cremation Commission convened by the Scottish Government. The board was also informed that Lord Bonomy had convened one-to-one meetings with representatives on the Commission and that he had been interviewed on 13th June.

The draft official submission of the Institute was circulated to directors for approval.

It was agreed that:

- i) The submission is approved***
- ii) The second paragraph giving the overall view of the Institute is bolded.***

A lengthy discussion took place on this matter.

7. Learning Convention & Exhibition

The Chief Executive informed the board that the Technical Services & Events Officer has made all preparations for the event. The booking form and draft programme will be circulated to member shortly and it is likely that the exhibition will be filled by those companies that attended last year. A visit will be made to the venue to establish feasibility of incorporating additional exhibition space.

Directors discussed the content for the event and it was agreed that the papers and sessions arranged so far were unique and relevant to UK professional and corporate members.

8. Natural Burial Ground Initiative – Update

Ian Quance updated directors on the current position with the initiative. He had presented at two recent branch meetings where the Charter was well received.

The assessment process has been finalised and the Diploma unit is currently being worked on.

The initiative is on track for launch at the Convention with the target for completing the Diploma unit being by the time of the education seminar.

9. ICCM / NAMM / BRAMM

The Chief Executive informed the board that the postponed meeting with NAMM is likely to be reconvened now that NAMM had met with BRAMM.

The board conformed its desire for a single register of memorial masons.

10. Other Business

Photograph Competition 2013

The Chief Executive informed the board that he had been sent a series of numbered photographs by Sheri Coates hence only she knew the identities of the entrants to the competition.

The photographs were projected onto a screen to allow directors to make their judgements.

Directors chose photo number 6 as the winner with numbers 3 and 5 being runners up.

The Chief Executive then contacted Sheri Coates by telephone to give her the result and was informed that John Pratt submitted the winning photograph with the runners up coming from Stuart Casbeard and Alec Carpenter.

Prizes will be awarded at Convention.

Next Board Meeting

Roddy McGinley offered a venue in Havant near to the new crematorium being constructed by his employer. This offer was accepted.