

SWGFP Minutes – 6 February 2018

1. Welcome, apologies, membership
 - i. Present:
 - John Burrell, Chair
 - James Blackburn, NAFD
 - Jane Mathieson, Scottish Bereavement Benchmarking Group
 - Joy Elliott, Association of Bereavement Service Coordinators (ABSCO)
 - Ruth Mendel, CAS
 - Caroline Pretty, NHSS Bereavement Coordinators
 - Stewart Wilson, Cruse Bereavement Care Scotland
 - ii. Apologies:
 - Kate Clark, Pushing up the Daisies
 - David Hilferty, Money Advice Scotland
 - Graeme McAusland, Funeral Planning Authority
 - Natalie McKail, Inspector of Funeral Directors
 - Stuart Murdoch, Association of Hospice and Palliative Care Chaplains (AHPCC)
 - Mark Porteous, SAIF
 - Rene Rigby, Scottish Care
 - Andrew Tomlinson, Church of Scotland Offices
 - Glenda Watt, Scottish Older People's Assembly (SOPA)
 - iii. In attendance:
 - Lucy Carmichael, Scottish Government
 - David Robertson, Stirling Citizens Advice Bureau
2. Agenda
3. Minute of meeting held on 5 December 2017
 - i. John Birrell summarised the minutes of the last meeting
 - ii. Minutes were agreed to
4. Matters arising from 05.12.17
 - a. Terms of Reference – now on website
 - b. Natalie McKail unavailable for 06.01.18, invited to next meeting

5. Action points from 05.12.17

#	Holder	What	By
1	JB	The SWGFP will highlight this important document to the Scottish Government and the potential to consider this when developing their Code of Practice	Complete
2	JaB	James to send a copy of the Code of Practice to Andrew Burke, Scottish Government	Complete
3	AB	Andrew Burke to take this issue back to the Scottish Government for discussion	Complete
4	CP	Slides to be shared with Robert McCulloch to discuss with the Scottish Bereavement Benchmarking Group	Complete
5	JB	Ask for children's funerals to be added to the agenda for the Cross Party Group and the Funeral Assistance Expenses Reference Group	Pending – email to check
6	RP	Rebecca to send document to group who may wish to provide comments	Complete

Action: Caroline's slides to be circulated to the members of the Cross Party Group

6. Request for membership

- i. Fuze ceremonies have been in touch to enquire about joining the Scottish Working Group on Funeral Poverty
- ii. There was a discussion around the criteria for membership and Fuze ceremonies

Action: Fuze ceremonies to be invited to a future meeting

7. Appointments:

- a. Chair – Ruth Mendel was elected to Chair
- b. Secretary – No volunteers at the meeting.

Action: Email to be sent out to all members

- c. Other roles:
 1. Website – Ruth Mendel to manage this
 2. Cross Party Group – Jane Mathieson
 3. SG Reference Group – Jane Mathieson

4. Funeral Poverty Alliance – Joy Elliot/Andrew Tomlinson to share

8. Report of SWGFP Activity 2017

- i. This report was not yet completed

Action: Report to be sent to members when complete

Action: Ruth Mendel to provide verbal report at FEA Reference Group Meeting

9. Workplan for SWGFP 2018

- i. There was a discussion around the workplan
- ii. There were suggestions to add children' funerals and communications to the workplan

Action: Make amendments to workplan

10. Local Authority Funerals

- i. David Robertson presented on his work around Local Authority Funeral
- ii. Issues highlighted included the changing trends in the reasons people are requesting a Local Authority Funeral
- iii. It was mentioned in discussions that once new forms are introduced there will be changes for families requesting ashes from a local authority
- iv. As part of discussions local practice was shared

Action: Circulate David Robertson' report to the Group

11. SG Issues:

- i. John Birrell reported that the issue of annually uprating the Funeral Expenses Assistance benefit was being looked at
- ii. John Birrell will present this argument to both the FEA Reference Group and the Cross Party Group

Action: Letter to Minister regarding annual uprating to be drafted and circulated to the Group for comments

12. AOCB

- i. Thanks to John Birrell for all his work in this area and for chairing this Group for many years were recorded
- ii. Thanks to Andrew Tomlinson for the use of the room were recorded
- iii. The decision by Dignity to reduce the cost of their Simple Funeral was highlighted. It was generally viewed as a positive step
- iv. NAFD are meeting with a number of local authorities regarding funeral poverty
- v. Research is being undertaken by Bath University regarding cremations and grief patterns