

S355 Cemetery Advisory Committee Meeting

21 August 2018



Minutes

HELD AT **Bega Valley Commemorative Civic Centre**

Present

Cr Jo Dodds	Michael Pryke	Barbara Grant
Peter Phillips	Jackie Miles	Nancy Grant
Fiona Firth	Anne Greenaway	Karen Terwin (BVSC Cemetery & Hall Officer)

Apologies

Gary Scott-Holland (BVSC Manager Community & Cultural Assets), Michelle Preo (BVSC Property & Facilities Coordinator)

1. Confirmation of Minutes

The minutes from 5th June 2018 Cemetery Advisory Committee Meeting were taken as read.

2. Business Arising

2.1 Action Items from the previous meeting

No actions were recorded from the last meeting but the below motion was moved, Karen can confirm that this has been approved.

ACTION: BVSC to look in to availability of Financial Assistance Program and a possible quarantined budget for low cost burials.

There is no Financial Assistance available through Council at all anymore.

MOTION – Propose to seek provision of \$6000.00 P/A for Financial Assistance from cemetery reserve funds.

Moved – Michael Pryke

Second – Fiona Firth

All in favour

2.2 Update on cemetery projects.

Access road to new section in Bega Cemetery – We have created the new roadway which was previously a simple grass pathway to the new section in Bega Cemetery. The new section needs to be marked out and it will be ready for new burials.

Tantawangalo Cemetery Access – The new access has been completed by Michelins, the new road looks great. A fencing contractor will be on site in the coming weeks to install a new gate and extend the fence line to allow pedestrian and vehicular access to the cemetery.

2.3 Grave digging contract

The contract is currently sitting with the tenderers solicitor while a couple of small wording issues in the contract get resolved. The new pricing schedule came in to effect on the 1st July.

3. New Business

3.1 Cemetery Management Procedures

Council are currently reviewing the Cemetery Management Procedures, these procedures include processes around funeral bookings, working in the Shire's cemeteries, maintenance and allocation of burial plots.

A draft has been forwarded to the Funeral Directors, Monumental Masons and Council's Gravedigger for feedback.

The document was reviewed page by page during the meeting with some useful changes and suggestions put forward by committee members. Karen will make these changes, along with other suggested changes and forward out a revised draft to the committee.

ACTION: BVSC to finalise draft document for further review.

4. Other News

Cr Dodds heard a story on the radio this morning regarding the inclusion of a Wellness Centre at the Springvale Cemetery; this is a lovely idea and could be something that in the future we could work towards.

Some signage at the cemeteries with numbers for support services could be a good inclusion to help people that may need support during and after the loss of a loved one. The signage does need updating so these numbers could be included on these.

ACTION: BVSC to look into new signage for the cemeteries.

5 Meeting Close

12:15am

6 Next Meeting

20th November 2018