

UNCONFIRMED MINUTES

FRIENDS OF LAVERTON CEMETERY ADVISORY GROUP MEETING

Held at Shire of Laverton Council Chambers

Thursday 12 NOVEMBER 2015

1. DECLARATION OF OPENING

5.00pm Ms Joanna Seczkowski, Shire of Laverton, opened the meeting.

Joanna noted that she would be the interim Chair for the meeting until Item 3, the election of the Advisory Group's Chair, was completed.

2. RECORD OF ATTENDANCE

Present:	Rob Wedge Bert Davis Cr Robin Prentice Carol Hill Rod Hill Cr Geoff Walder Joanna Seczkowski, staff
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Apologies	Gordon Briggs Rex Weldon
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Proxy note required	Cr Patrick Hill
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3. APPOINTMENT OF CHAIRMAN AND DEPUTY CHAIR

Joanna announced that Rob Wedge had already lodged a written nomination for the position of Chair and then called for further nominations. Nominating yourself or someone else was possible.

No other nominations were received.

AG1101

Moved by Bert Davis, Seconded by Robin Prentice;

That it be recommended to Council that Mr Rob Wedge be declared the Chair of the Friends of Laverton Cemetery Advisory Group.

CARRIED 6/0

Rob Wedge took the Chair and thanked everyone for their support.

Rob called for nominations for the Deputy Chair position, explaining that anyone can nominate themselves or someone else.

Mr Rod Hill nominated himself for the position, in writing.

No other nominations were received.

AG1102

Moved by Rod Hill, Seconded by Robin Prentice;

That it be recommended to Council that Mr Rod Hill be declared the Deputy Chair of the Friends of Laverton Cemetery Advisory Group.

CARRIED 6/0

4. CONFIRMATION OF MINUTES

4.1 Minutes

AG1103

Moved by Rod Hill, Seconded by Carol Hill;

That it be recommended to Council that the minutes of 5 November 2015, be confirmed as a true and accurate record.

CARRIED 6/0

AG1104

Moved by Geoff Walder, Seconded by Bert Davis;

That it be recommended to Council that the minutes of 19 August 2015, be confirmed as a true and accurate record.

CARRIED 6/0

5 Nov 2015 unconfirmed minutes

4.1 Matters arising from minutes not included elsewhere in this agenda

Committee membership

Rob explained the background to how after any general election for local government all Council committees operate the same way of all Chairs, Deputy Chairs and Council representatives being 'declared open' and then re-filled.

Rob also explained that Mr Patrick Hill was now a proxy, rather than like previously where all three council representatives attended each Group meeting.

It was noted that some apologies are made prior to meetings by some members. It was also noted that Mr Gordon Briggs had come into the office recently to speak with Joanna about the cemetery Group, when back in Laverton after lengthy time in Perth for medical treatment.

AG1105

Moved by Robin Prentice, Seconded by Rod Hill;

That it be recommended to Council that letters be sent by the Chair to Mr Gordon Briggs and Ms Georgina Ashwin regarding their future interest in the Advisory Group.

CARRIED 6/0

AG1106

Moved by Bert Davis, Seconded by Carol Hill;

That it be recommended to Council that five will be considered the quorum required for the Friends of Laverton Cemetery Advisory Group.

CARRIED 6/0

Consideration at the next meeting will include the issue of if additional members from the community are required, subject to the response to the letters sent.

5. GENERAL DISCUSSION OF IDEAS FOR THE CEMETERY

Tabled: compilation of photos of memorial walls various sources

5.1 Discuss memorial/niche wall ideas

Unanimous consensus about the type of memorial wall the Group liked. The style is called a 'reflection wall' and the example comes from Pinnaroo Cemetery.

5.2

Continue discussion of pedestrian and vehicle access

A separate map and a hand drawn image on the whiteboard were used in this discussion. The key element decided upon are:

- A memorial wall, in a curved shape, to go inside the front area, accessed from the Archway or from the new carpark

- New carpark to be inside the cemetery boundary, accessed from the middle front gate; need to draw it to scale so community feedback can be received on how many car spaces is possible and recommended
- Footpaths, gardens, chairs and some shade to link each of the new areas and existing burial areas; idea of six seater style
- One larger rotunda to replace the old existing tin shelter; approx. 6 x 6 metre
- Possibly a footbridge over the existing creek
- Information boards including maps of the burial plots would be ideal near the front, along a pathway near to the memorial wall and also identical information near the rotunda
- Bollards be used to block off roads, except to Shire staff and the hearse; including a bollard at the archway to restrict it to pedestrian only
- The same stone could be used to create a theme, that outlined the carparks, the memorial wall and possibly some retainer walls; water damage is an issue and the solution is to redirect some of that water from running through the graves
- Creating a harmonious theme to the archway is needed; at the moment the wire fence, then tin fence with the red brick is not appropriate
- Keep a carpark near the archway along the south east fence; eventually could be bitumen but not a priority
- Fencing the entire area to be minimalist; approx. 120cm high, just chain mesh
- Rip up the road along the outside of the north boundary to stop all public access to the rear gate
- Block off public access of the rear gate into the cemetery, probably with bollards

The issue of unknown graves was again discussed. This issue will remain important to consider, however at this stage there are no indications that there are any unknown graves in the area being proposed for the internal carpark.

Task: Ask the Shire to create a map, to scale, showing all these elements so the Advisory Group can amend or approve the draft master plan at the next meeting. The next stage would then be to ask Council to approve community consultation to begin.

5. GENERAL BUSINESS

Update from Council officer:

- By laws were located, written in 1974, which are available to be read
- Recent allocation of burial plots raised issues of how the master plan will assist in this task, in the future
- Allocating burial plots, for specific locations; it might be useful for the master plan to include the assumptions and guidelines about where future burials are best to go in the future. Thus certain areas would be ruled out, such as along the informal current road inside the fence line of the northern boundary.

6. NEXT MEETING

Tentative 21 January 2016.

7. CLOSURE OF MEETING

Meeting closed 6.10pm.