

Mount Gambier Cemetery Trust



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30th May 2014

MEMBERS,

NOTICE is hereby given that a Meeting of the Mount Gambier Cemetery Trust will be held at Carinya Gardens Cemetery Reception Area, Grant Avenue, Mount Gambier, on **FRIDAY 6TH JUNE 2014 at 12.15 P.M.**

An agenda for the meeting is attached.

A light lunch will be provided.

Cheryl McCOMBE
TRUST SECRETARY

Notice

MOUNT GAMBIER CEMETERY TRUST

Meeting to be held at Carinya Gardens Cemetery Reception Area, Grant Avenue, Mount Gambier, on Friday 6th June 2014 at 12.15 p.m.

AGENDA

PRESENT: Rev B Ashworth (Presiding Member)
Crs I Von Stanke, M White and B Collins
Mr T Bolton

The Secretary took the Chair for the following business.

APPOINTMENT OF PRESIDING MEMBER:

The Secretary reported:

(a) Section 10 of the Terms of Reference of the Mount Gambier Cemetery Trust states:

10.1 The appointment of the Presiding Member of the Trust be by resolution of the Trust from amongst the Members who comprise the Trust, such appointment to be for a period not exceeding one year.

10.2 The Presiding Member, when present, shall preside at all meetings of the Trust.

10.3 In the absence of the Presiding Member at any meetings of the Trust, the Members when present at that meeting of the Trust, shall appoint an Acting Presiding Member, who shall preside at that meeting.

(b) the Secretary invited nominations for the position of Presiding Member of the Mount Gambier Cemetery Trust for the period to 30th June 2015.

nominated
to be Presiding Member of the Mount Gambier Cemetery Trust for the period to 30th June 2015.

seconded

The Presiding Member took the Chair for the following business.

APOLOGY/IES: moved the apology/ies received from
be accepted.

seconded

COUNCIL MEMBERS
AS OBSERVERS:

Mount Gambier Cemetery Trust Agenda of 6th June 2014 Cont'd...

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: moved the minutes of the previous meeting held on 28th February 2014 be taken as read and confirmed.

seconded

QUESTIONS: (a) With Notice - nil submitted.
(b) Without Notice -

1. FINANCIAL STATEMENT - Income and Expenditure as at 31st May 2014 – Ref. AF11/1371

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved the financial statement as at 31st May 2014 be received.

seconded

2. BUDGET ESTIMATES – 2013/14 – Ref. AF11/1371

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

The Secretary reported:

- (a) the 2013/14 Budget was adopted by the Trust on 5th April 2013, and amended on 20th September 2014 to included the upgrade of the crematorium;
- (b) further amendments now need to be made to the budget to include the replacement of guttering at the Chapel (\$13,000). To accommodate this new budget item, the construction of a new work shed (\$40,000) has been removed and can be considered for inclusion in the 2014/15 budget.
- (c) amended Budget estimates for 2013/14 are attached to the agenda.

moved:

- (a) the report be received;
- (b) the amended 2013/14 Budget estimates be adopted.

seconded

Mount Gambier Cemetery Trust Agenda of 6th June 2014 Cont'd...

3. ACTS AND REGULATIONS – Burial and Cremation Act 2013 and Burial and Cremation Regulations 2014 – Surrender of Interment Rights - Ref. AF11/1371

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

The Secretary reported:

- (a) the new Burial and Cremation Act 2013 came into effect on 14th June 2013, and Burial and Cremation Regulations 2014 came into effect on 1st February 2014;
- (b) the S.34 (2) of the Act states "*on the surrender of an unexercised interment right, the relevant authority must give the former holder of the interment right a refund equal to the current fee payable for an interment right of the same kind, less a reasonable fee –*
 - (a) *for administration and maintenance costs; and*
 - (b) *for costs involved in the establishment of the cemetery or natural burial ground,**determined in accordance with the regulations".*
- (c) Schedule 1 of the Regulations sets out the determination of fee that may be deducted from refunds;
- (d) there are currently 120 advance burial leases outstanding at Carinya Gardens Cemetery. Should all of these leases be cancelled, the amount of refund to be paid out would be in the vicinity of \$131,760.00.

moved the report be received.

seconded

4. NEXT MEETING

moved the next meeting of the Trust be held on Friday 8th August 2014 at 12.15 p.m.

seconded

MOTIONS WITHOUT NOTICE

CONFIRMED THIS DAY OF 2013.

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PRESIDING MEMBER

The meeting closed at p.m. CAM

MOUNT GAMBIER CEMETERY TRUST
CASH BUDGET 2013/2014

Act

	BUDGET 2013	BUDGET 2014
INCOME:		
OPERATING:		
Burial Fees	321,000	257,500
Chapel Fees	22,400	24,800
Cremation Fees	186,200	190,600
Plaques/Memorials Revenue	147,700	132,900
Reservation/Lease Fees	18,700	33,000
Sundry Income	2,100	3,700
Vault/Monument Fees (Lake Terrace)	700	800
Interest-Bank Account	7,300	-
	<u>706,100</u>	<u>643,300</u>
NON-OPERATING:		
Interest-Reserve Account	4,000	4,000
Appropriation from Reserve Account	-	-
City of Mount Gambier Loan (Office)	-	-
	<u>4,000</u>	<u>4,000</u>
TOTAL INCOME:	<u>710,100</u>	<u>647,300</u>
OPERATING:		
Wages	173,300	179,800
Long Service Leave Contribution to Council Reserve	4,900	5,300
Superannuation	11,700	6,800
W/Comp-Insurance Premium	6,600	6,900
Administration-General	33,900	20,300
Cemetery Operating/Maintenance	72,700	81,300
Crematorium Operating/Maintenance	19,900	22,000
Grave Excavation	17,700	15,100
Insurance-General	8,600	12,800
Plaques/Memorials Expenditure	68,000	58,500
	<u>417,300</u>	<u>408,800</u>
DEVELOPMENT:		
Lake Terrace - Vaults	-	-
Mowing Strips/Plaques	10,000	10,000
New Development	-	-
Loan Repayment (Office) - City of Mount Gambier	17,200	17,200
	<u>27,200</u>	<u>27,200</u>
NON-OPERATING:		
Appropriation to Reserve-Interest	4,600	4,600
Appropriation to Reserve-Surplus Funds	-	0
	<u>4,600</u>	<u>4,600</u>
CAPITAL:		
Capital Control Account	-	-
Entrance Gates/Associated Works	80,000	-
Roadworks/Resurfacing	-	-
Rotunda	-	-
Cremator/Optical Smoke Monitoring/Paint External Steelwork	40,000	185,000
Office Extensions	-	-
Chapel/Seating	20,000	-
Waterfall Area 2	5,000	5,000
Chapel Guttering	-	13,000
Waterfall Area 3	-	10,000
	<u>145,000</u>	<u>213,000</u>
TOTAL EXPENDITURE:	<u>594,100</u>	<u>653,600</u>
SUMMARY:		
Income	710,100	647,300
Less Expenditure	(594,100)	(653,600)
Budgeted (Deficit) Surplus re 2013/2014 Operations:	116,000 CR	(6,300) DR