



**MORNINGTON  
PENINSULA**  
*Shire*

**MINUTES**

**MORNINGTON PENINSULA CEMETERY TRUST  
MEETING**

**WEDNESDAY, 14 JUNE 2023**

**4.30PM**

**MUNICIPAL OFFICES  
BESGROVE STREET, ROSEBUD**

## **MORNINGTON PENINSULA CEMETERY TRUST**

### **TRUST MEMBERS**

**Cr Antonella Celi (Chairperson)**  
**Cr Lisa Dixon**  
**Mayor, Cr Steve Holland**

**Ms Gail Mifsud, Manager – Property and Commercial Services (Executive Officer)**

## TABLE OF CONTENTS

| ITEM | SUBJECT                                                                                                             | PAGE NO |
|------|---------------------------------------------------------------------------------------------------------------------|---------|
| 1    | PROCEDURAL MATTERS.....                                                                                             | 4       |
| 1.1  | Apologies .....                                                                                                     | 4       |
| 1.2  | Disclosure of Conflicts of Interest Pursuant to Sections 126 – 131<br>of the <i>Local Government Act 2020</i> ..... | 4       |
| 1.3  | Confirmation of Minutes .....                                                                                       | 4       |
| 2    | MANAGEMENT REPORTS .....                                                                                            | 5       |
| 2.1  | Financial Report for the quarter ended 31 March 2023.....                                                           | 5       |
| 2.2  | Mornington Peninsula Cemetery Trust - Proposed Budget<br>2023/2024.....                                             | 5       |
| 2.3  | Mornington Peninsula Cemetery Trust - Gazetted Fees 1 July 2023.....                                                | 5       |
| 2.4  | Response to Grave Reservation Request at Tyabb Cemetery -<br>Mr Anthony Jeremiah.....                               | 6       |
| 2.5  | Dromana Cemetery Pedley Pavilion Garden - Update .....                                                              | 6       |
| 2.6  | Mornington Peninsula Cemetery Trust Future Meeting Dates<br>2023/2024.....                                          | 7       |
| 3    | OTHER BUSINESS .....                                                                                                | 8       |
| 3.1  | Cemetery Trust Decision Register.....                                                                               | 8       |
| 3.2  | Personnel Changes .....                                                                                             | 8       |
| 3.3  | Dogs in Cemeteries .....                                                                                            | 8       |
| 4    | URGENT BUSINESS .....                                                                                               | 9       |
| 5    | CONFIDENTIAL ITEMS.....                                                                                             | 9       |
| 6    | MEETING CLOSE.....                                                                                                  | 10      |

# 1 PROCEDURAL MATTERS

Meeting opened at 4.30pm

## Present

Cr Antonella Celi (Chairperson)

Cr Lisa Dixon

## Officers Present

Ms Laura Bettles, Team Leader – Finance Business Partners

Ms Natalie Brady, Senior Cemeteries Officer

Ms Samantha Dickason, Cemeteries Officer

Ms Gail Mifsud, Manager – Property and Commercial Services

Mr Mark Schubert, Manager – Finance

Ms Linda Yorke, Council Reports Officer

Ms Nicole Young, Manager – Infrastructure Services

## 1.1 Apologies

Mayor, Cr Steve Holland

## 1.2 Disclosure of Conflicts of Interest Pursuant to Sections 126 – 131 of the *Local Government Act 2020*

Nil.

## 1.3 Confirmation of Minutes

## RECOMMENDATION

That the Minutes of the previous Mornington Peninsula Cemetery Trust Meeting held on 15 March 2023, be confirmed.

## TRUST DECISION

Moved: Cr Dixon

Seconded: Cr Celi

That the recommendation be adopted.

**Carried Unanimously**

## 2 MANAGEMENT REPORTS

### 2.1 Financial Report for the quarter ended 31 March 2023

#### RECOMMENDATION

That the Financial Report for the Mornington Peninsula Cemetery Trust for the quarter ended 31 March 2023 be received and noted (Attachment 1).

#### TRUST DECISION

Moved: Cr Dixon  
Seconded: Cr Celi

That the recommendation be adopted.

Carried Unanimously

### 2.2 Mornington Peninsula Cemetery Trust - Proposed Budget 2023/2024

#### RECOMMENDATION

That the Budget for the Mornington Peninsula Cemetery Trust for the year ending 30 June 2024 (Attachment 1) be received and adopted.

#### TRUST DECISION

Moved: Cr Celi  
Seconded: Cr Dixon

That the recommendation be adopted.

Carried Unanimously

### 2.3 Mornington Peninsula Cemetery Trust - Gazetted Fees 1 July 2023

#### RECOMMENDATION

That the Mornington Peninsula Cemetery Trust receives and notes the attached Department of Health Proposed Fees CPI 8% (Attachment 1), the Department of Health Staggered Fees 2023/2024 (Attachment 2), the Gazetted Notice 25 May 2023 (Attachment 3) and the Mornington Peninsula Price List Effective 1 July 2023 (Attachment 4).

#### TRUST DECISION

Moved: Cr Dixon  
Seconded: Cr Celi

That the recommendation be adopted.

Carried Unanimously

**2.4 Response to Grave Reservation Request at Tyabb Cemetery - Mr Anthony Jeremiah**

**RECOMMENDATION**

That the Mornington Peninsula Cemetery Trust receives and notes the report titled Response to Grave Reservation Request at Tyabb Cemetery – Mr Anthony Jeremiah.

**TRUST DECISION**

Moved: Cr Celi  
Seconded: Cr Dixon

That the recommendation be adopted.

**Carried Unanimously**

**2.5 Dromana Cemetery Pedley Pavilion Garden - Update**

**RECOMMENDATION**

That the Trust receives and notes the report titled 'Dromana Cemetery Pedley Pavilion Garden – Update'.

**TRUST DECISION**

Moved: Cr Dixon  
Seconded: Cr Celi

That the recommendation be adopted.

**Carried Unanimously**

**2.6 Mornington Peninsula Cemetery Trust Future Meeting Dates 2023/2024**

**RECOMMENDATION**

That the Mornington Peninsula Cemetery Trust meetings are scheduled for the following dates:

- Wednesday, 16 August 2023 at 4.30pm in Meeting Room 1, Rosebud Office;
- Wednesday, 18 October 2023 at 4.30pm in Meeting Room 1, Rosebud Office;
- Wednesday, 20 March 2024 at 4.30pm in Meeting Room 1, Rosebud Office; and
- Wednesday, 19 June 2024 at 4.30pm in Meeting Room 1, Rosebud Office.

**TRUST DECISION**

Moved: Cr Celi  
Seconded: Cr Dixon

That the recommendation be adopted.

**Carried Unanimously**

### 3 OTHER BUSINESS

#### 3.1 Cemetery Trust Decision Register

##### RECOMMENDATION

1. That the Decision Register as shown in Confidential Attachment 1 be received and noted.
2. That the Trust resolves that Attachment 1 to this report be retained as a confidential item pursuant to section 3 (1) (h) of the *Local Government Act 2020* as it contains confidential meeting information.

##### TRUST DECISION

Moved: Cr Dixon  
Seconded: Cr Celi

That the recommendation be adopted.

**Carried Unanimously**

#### 3.2 Personnel Changes

Ms Brady reported the following personnel changes:

- Gail Mifsud is acting Executive Officer of the Mornington Peninsula Cemetery Trust while Nicole Young has temporarily taken up the position of Manager – Infrastructure Services until October 2023.
- Nat Brady is acting Senior Cemeteries Officer while Jenny Brown is on long service leave until December 2023.
- Samantha Dickason is acting Cemeteries Officer while Nat Brady is filling in for Jenny Brown.

#### 3.3 Dogs in Cemeteries

Ms Mifsud reported the following:

On 16 May Council adopted the Dogs in Public Places Policy with an existing condition of gazetted Dogs in Prohibited Places including the four cemeteries (Dromana, Flinders, Mornington and Tyabb). Under the *Cemeteries and Crematoria Regulations 2015* dogs are allowed in cemeteries. As Council cannot make orders that contradict or repeat/duplicate State legislation it is necessary to remove the cemeteries from the gazette.

As part of the implementation of the policy the cemeteries are planned to be removed from the gazette.

A report will be brought to the next Trust meeting prior to the implementation of the Dogs in Public Places Policy.

## **4 URGENT BUSINESS**

Nil.

## **5 CONFIDENTIAL ITEMS**

Nil.

## **6 MEETING CLOSE**

As there was no further business, the meeting closed at 5.03pm.

Confirmed this 16<sup>th</sup> day of August 2023

.....  
Cr Antonella Celi, Chairperson - Mornington Peninsula Cemetery Trust