



**MORNINGTON
PENINSULA**
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MINUTES

**MORNINGTON PENINSULA CEMETERY TRUST
MEETING**

WEDNESDAY, 20 MARCH 2024

4.30PM

**MUNICIPAL OFFICES
BESGROVE STREET, ROSEBUD**

MORNINGTON PENINSULA CEMETERY TRUST

TRUST MEMBERS

Cr Despi O'Connor (Chairperson)
Cr Antonella Celi
Cr Kate Roper

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

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1 PROCEDURAL MATTERS

Meeting opened at 4.30pm.

Present

Cr Despi O'Connor (Chairperson)
Cr Antonella Celi
Cr Kate Roper

Officers Present

Ms Gail Mifsud, Manager – Property and Commercial Services (Executive Officer)
Ms Jenny Brown, Senior Cemeteries Officer
Ms Mark Schubert, Manager – Finance
Ms Laura Bettles, Team Leader – Finance Business Partners
Ms Veronica Clarke, Senior Finance Business Partner
Ms Linda Yorke, Council Reports Officer

1.1 Election of Chairperson

RECOMMENDATION

That Cr xxx be elected Chairperson of the Mornington Peninsula Cemetery Trust.

TRUST DECISION

Moved: Cr Celi
Seconded: Cr Roper

That Cr O'Connor be elected Chairperson of the Mornington Peninsula Cemetery Trust.

Carried Unanimously

1.2 Apologies

Nil.

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

Nil.

1.4 Confirmation of Minutes

RECOMMENDATION

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

TRUST DECISION

Moved: Cr Celi
Seconded: Cr Roper

That the recommendation be adopted.

Carried Unanimously

2 MANAGEMENT REPORTS

2.1 Financial Report for the quarter ended 31 December 2023

RECOMMENDATION

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

TRUST DECISION

Moved: Cr Celi
Seconded: Cr Roper

That the recommendation be adopted.

Carried Unanimously

**2.2 Department of Health - Mornington Peninsula Cemetery Trust - Gazetted Fees
1 July 2024**

RECOMMENDATION

That the Mornington Peninsula Cemetery Trust receives and notes the attached Department of Health Proposed Fees Consumer Price Index 3.8% (Attachment 1), the Department of Health Staggered Fees 2024/2025 (Attachment 2) and the Mornington Peninsula Price List Effective 1 July 2024 (Attachment 3).

TRUST DECISION

Moved: Cr Roper

Seconded: Cr Celi

That the recommendation be adopted.

Carried Unanimously

2.3 Draft - Complaints Handling Policy March 2024

RECOMMENDATION

That the draft Complaints Handling Policy (Attachment 1) and Register (Attachment 2), as provided by the Department of Health be adopted by the Trust and that the policy is reviewed in two years – the review being due at the March 2026 Trust meeting.

TRUST DECISION

Moved: Cr Celi
Seconded: Cr Roper

That the recommendation be adopted.

Carried Unanimously

2.4 Update - Pedley Pavilion Garden Dromana Cemetery

RECOMMENDATION

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

TRUST DECISION

Moved: Cr Celi
Seconded: Cr Roper

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 Roper
Seconded: Cr Celi

That the recommendation be adopted.

Carried Unanimously

4 URGENT BUSINESS

Nil.

5 GENERAL BUSINESS

As Caretaker Period commences on 24 September 2024, a meeting should be scheduled before commencement of Caretaker Period.

6 CONFIDENTIAL ITEMS

Nil.

7 MEETING CLOSE

As there was no further business, the meeting closed at 4.50pm.

Confirmed this 19th day of June 2024

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Cr Despi O'Connor, Chairperson - Mornington Peninsula Cemetery Trust