



BOARD MEETING MINUTES

THORAK REGIONAL CEMETERY BOARD MEETING

Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday, 17 July 2018 at 8:18pm

Present	Maree Bredhauer Doug Barden Christine Simpson	Mayor Councillor South Ward Councillor Central Ward
Staff	Kaylene Conrick Silke Maynard Nadine Nilon Debbie Branson	Chief Executive Officer Director Community and Corporate Services Director Infrastructure and Operations Executive Assistant
Public	Nil	

1. OPENING OF THE MEETING

The Mayor opened the meeting and welcomed members of the public.

The Mayor advised that an audio recording of the meeting will be made for minute taking purposes as authorised by the Chief Executive Officer.

2. APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence – Cr Kirsty Hunt
Leave of Absence – Cr Mathew Salter

3. DISCLOSURES OF INTEREST

The Mayor advised that any member of Council who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at a Council meeting or a Committee meeting should declare the conflict of interest to enable Council to manage the conflict in accordance with its obligations under the Local Government Act and its policies regarding the same.

No interests were disclosed.

4. CONFIRMATION OF MINUTES

Moved: Cr Simpson
Seconded: Cr Barden

THAT the minutes of the Thorak Regional Cemetery Board Meeting held 27 June 2018, 3 pages, be confirmed.

CARRIED-1819/021

5. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Simpson
Seconded: Cr Barden

THAT Board receives and notes the Action Sheet.

CARRIED-1819/022

6. PRESENTATION

Nil.

7. ACCEPTING OR DECLINING LATE ITEMS

Nil.

8. NOTICES OF MOTION

Nil.

9. OFFICERS REPORTS

9.1 Thorak Regional Cemetery Finance Report – June 2018

Moved: Cr Barden
Seconded: Cr Simpson

THAT the Thorak Regional Cemetery Board receive and note the finance report for the period ended 30 June 2018.

CARRIED-1819/023

9.2 Thorak Regional Cemetery Quarterly Performance Report Apr-Jun 2018

Moved: Cr Simpson
Seconded: Cr Barden

THAT the Thorak Regional Cemetery Board receives and notes the Thorak Regional Cemetery Quarterly Performance Report for April to June 2018.

CARRIED-1819/024

9.3 Thorak Regional Cemetery Fees & Charges 2018-19

Moved: Cr Simpson
Seconded: Cr Barden

THAT the Thorak Regional Cemetery Board adopts the Thorak Regional Cemetery Fees and Charges for 2018-19, as presented in Attachment A to report 18/0110 with the following adjustments:

- a. The heading in the table 'Exclusive Right Fee' be replaced with 'Cemetery Fee'
- b. The Note on bottom of page 3 of the document be adjusted to read 'Exclusive Rights Reservations issued before the introduction of CEM02 Rights of Interment Policy will attract the Cemetery Fee and Interment Fee at time of interment.';

A note be added to the Administration Charge on page7 of the document, clarifying that the charge does not apply to the Exclusive Right Fee; and

- c. A note 6 be added to the applicable areas prescribing a \$10 Exclusive Right fee payable in line with Section 29 Cemeteries Act.

CARRIED-1819/025

10. OTHER BUSINESS

Nil.

11. CONFIDENTIAL ITEMS

Nil.

12. NEXT MEETING

Wednesday, 15 August 2018.

13. CLOSE OF MEETING

The Chair closed the meeting at 8:27pm

MINUTES TO BE CONFIRMED

Wednesday, 15 August 2018



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Mayor
Maree Bredhauer



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Chief Executive Officer
Kaylene Conrick