



G W Y D I R
SHIRE COUNCIL

MINUTES OF ORDINARY MEETING

Held on Thursday 29 September 2022

Commencing at 9:00 am

in the Warialda Office Council Chambers

Present

Councillors: Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM, Cr Jim Moore, Cr Geoff Smith, Cr Tiffany Galvin, Cr D Coulton, Cr Chris Matthews and Cr Lyndon Mulligan (9:08 am)

Staff: Max Eastcott (General Manager) and Ben Perry (IT Trainee)

Public: Sally Robertson (Gwydir News)

Visitors:

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<https://www.gwydir.nsw.gov.au/Home>

ACKNOWLEDGMENT OF COUNTRY

The Gwydir Shire Council acknowledges that this meeting is being held on Aboriginal land and recognise the strength, resilience and capacity of Gomeroi people in this land.

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1 OFFICIAL OPENING AND WELCOME - MAYOR

The Mayor welcomed all present to the meeting.

2 APOLOGIES

Mrs Leeah Daley, Mrs Carman Southwell, Mrs Helen Thomas and Mr Alex Eddy have submitted apologies.

COUNCIL RESOLUTION:

THAT the apologies received from Mrs Leeah Daley, Mrs Carman Southwell, Mrs Helen Thomas and Mr Alex Eddy are accepted.

Moved Cr Egan, Seconded Cr D Coulton

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

3 CONFIRMATION OF THE MINUTES

COUNCIL RESOLUTION:

THAT the Minutes of the Ordinary and Confidential Meeting held on Thursday 25th August 2022 as circulated be taken as read and CONFIRMED.

(Moved Cr Galvin, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

4 PRESENTATION

Nil

5 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST

Crs Egan and Matthews declared a pecuniary interest in the Regional Australia Bank report in the Confidential Agenda as Board Members of the not for profit company been formed to operate the Bingara Medical Centre.

6 ADDITIONAL/LATE ITEMS

COUNCIL RESOLUTION:

THAT the Regional Australia Bank report is accepted as a late Item to this Agenda as a confidential item for discussion.

(Moved Cr D Coulton, Seconded Cr Smith)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

7 MAYORAL MINUTE

7.1 Motion of Condolence

COMMENT

Thursday 8th September saw the passing of Her Majesty Queen Elizabeth II.

The Queen served as Head of State from 1952, some 70 years of service to the Commonwealth.

For most of us, the Queen is the only monarch we have known.

I therefore wish to move a motion of condolence on behalf of the Shire as a mark of respect following any comments from Councillors and a minute's silence.



MAYORAL MOTION

THAT Council records its deep regret at the death of Her Majesty Queen Elizabeth II and tenders its sympathy to His Majesty King Charles III and the entire Royal family.

COUNCIL RESOLUTION:

THAT Council records its deep regret at the death of Her Majesty Queen Elizabeth II and tenders its sympathy to His Majesty King Charles III and the entire Royal family.

(Moved by the Mayor)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

8 OFFICERS' REPORTS

8.1 Committee Recommendations

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the adoption of the following recommendations from the Committee Meetings held on Thursday 8th September 2022:

Public Infrastructure Committee

August Technical Services Report

THAT the Monthly Technical Services Report for August 2022 be received.

Community Services and Planning Committee

Adoption of the Recommendations of the Confidential Session

Drought Resilience Plan

THAT the information is noted

August Confidential Organisation & Community Services Report

THAT the report be received.

FURTHER that the efforts of Cr (Dr) Matthews in securing the ongoing operation of the Bingara Medical Centre is noted with appreciation.

Adoption of the Recommendations of the Open Session

August Organisation & Community Services Report

THAT the report be received.

FURTHER that Ms Chloe Taylor and Mr Anthony Francis be acknowledged for the excellent way the Willoughby-Gwydir Student Exchange was conducted.

FURTHER that the Council writes to the Mayor of Willoughby City Council thanking her and her fellow Councillors for the wonderful hospitality received by the visiting Gwydir Shire delegates to the Chatswood Emerge Festival.

FURTHER that the Committee Members were disappointed to hear feedback that there may have been illegal drug use at the Pulse Festival on Council controlled property.

August Executive Services Report

THAT the report be received.

Crown Lands: Plans of Management and Native Title Claim

THAT the Council agrees to engage a specialist to investigate as to whether in their opinion native title has been extinguished over the 130 crown land reserves which have been identified as providing the only viable access to essential Council infrastructure, or that they have essential Council infrastructure built on them at an estimated cost of \$110,000.

FURTHER that a native title evidence brief be prepared which will be submitted to the court hearing when it takes place.

Councillors' Reports

THAT the Councillors' reports are noted.

TABLED ITEMS Nil

OFFICER RECOMMENDATION

THAT the recommendations from the Public Infrastructure and Community Services & Planning Committee Meetings held on 8th September 2022 are adopted.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the recommendations from the Public Infrastructure and Community Services & Planning Committee Meetings held on 8th September 2022 are adopted.

(Moved Cr Egan, Seconded Cr Moore)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

8.2 August Investment & Rates Collection

File Reference:

.

Delivery Program

Goal: 5. Organisational management
Outcome: 5.1 Corporate management
Strategy: 5.1.1 Financial Management and accountability systems
Author: Helen Thomas, Chief Financial Officer

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

At each monthly Ordinary Meeting, the Council is presented with the schedule relating to Investments, as at the end of the previous month.

TABLED ITEMS Nil

BACKGROUND

In accordance with Clause 19(3) of the Local Government (Financial Management) Regulation 1993, the following information provides details of Council's funds invested at 31 August 2022.

Direct Investments

Broker	ID	Investment Name	Rating	Type	Next Rollover	Yield	Current Value
NAB	2022.01	NAB	AA	TD	22/09/2022	2.00%	\$1,000,000.00
NAB	2022.02	NAB	AA	TD	22/09/2022	2.00%	\$1,000,000.00
NAB	2022.03	NAB	AA	TD	22/09/2022	2.00%	\$1,000,000.00
Grand Total							\$3,000,000.00

Managed Funds

Fund	Investment Horizon	Type	3 Mth Avg Yield	Current Value
Regional Australia Bank	At Call	Cash	See report	\$408,958.36
Tcorp Cash Fund	At Call	Cash	See report	\$ 8,829,060.00
Tcorp Medium Term Fund	At Call	Cash	See report	\$ -
Grand Total				\$9,238,018.36

Total Investments

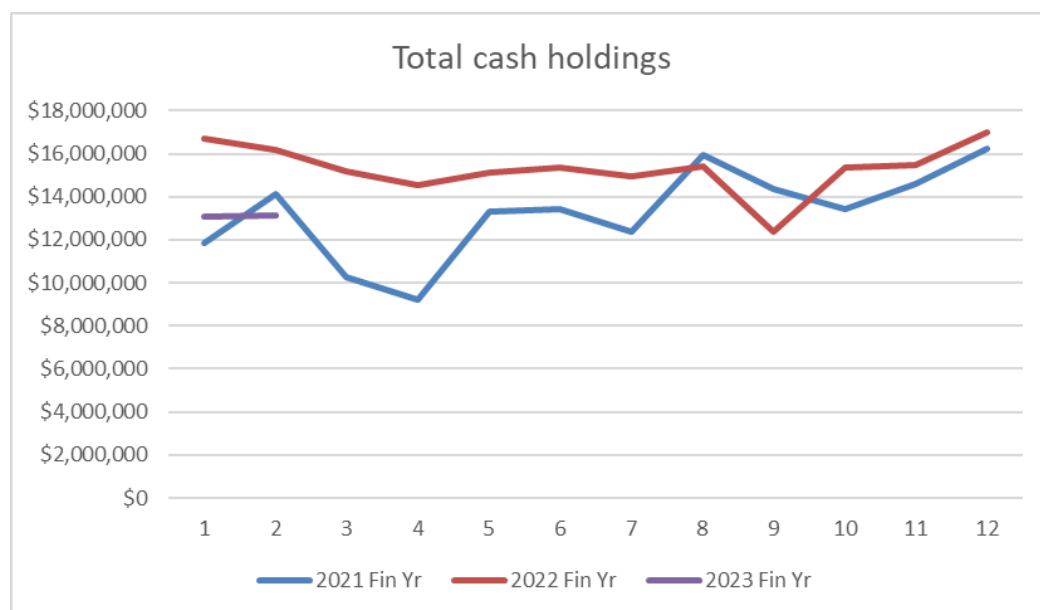
Direct Investments	\$3,000,000.00
Managed Funds	\$9,238,018.36
Grand Total	\$12,238,018.36

Cash and Investments

Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$9,238,018.36
Grand Total Investments	\$12,238,018.36

Total Cash and Investments	
Investments	\$12,238,018.36
Cash at bank	\$918,666.94
Grand Total Cash and Investments	\$13,156,685.30

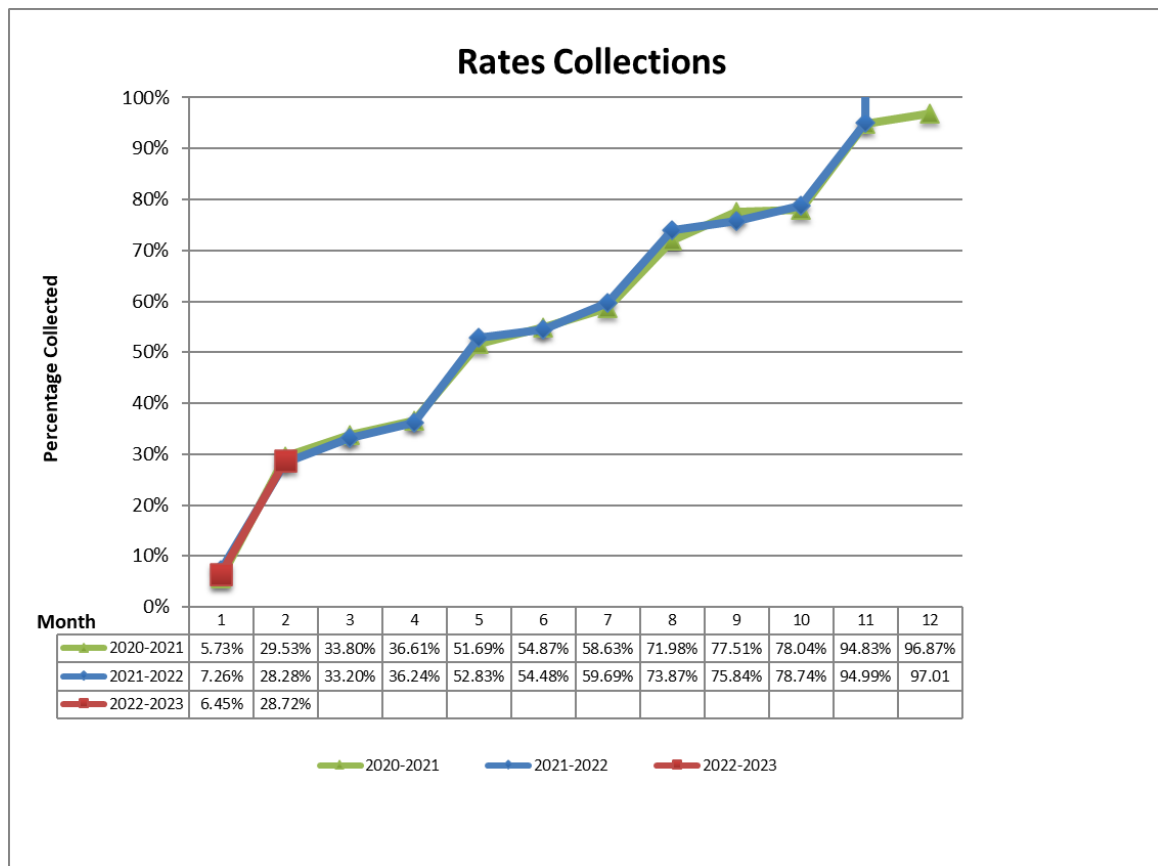
General Fund Cash	
Total cash and investments	\$13,156,685.30
LESS:	
Water fund*	-\$904,000.00
Sewer fund*	-\$2,833,000.00
Waste fund*	-\$4,028,000.00
Other restrictions:	
Employee leave entitlements*	-\$450,000.00
Asset replacement*	-\$500,000.00
Bonds and deposits	-\$899,070.00
Unexpended grants*	-\$2,800,000.00
Developer contributions	-\$539,000.00
Discretionary General Fund Cash	\$203,615.30



I, Helen Thomas, CFO and Responsible Accounting Officer for Gwydir Shire Council, certify that the Council’s investments have been made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005 and Council’s Investment Policy, as amended.

RATES COLLECTIONS

The graph below represents a comparative of the percentage collections for the current year against the two previous rating years. The current years collections are up to 31 August 2022.



OFFICER RECOMMENDATION

THAT the August Monthly Investment and Rates Collection report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the August Monthly Investment and Rates Collection report be received.

(Moved Cr Galvin, Seconded Cr Moore)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

8.3 Council's Committee Memberships

File Reference: NA

Delivery Program

Goal: 4. Proactive regional and local leadership

Outcome: 4.1 We are an engaged and connected community

Strategy: 4.2.1 Build strong relationships and shared responsibilities

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Each September the Council needs to confirm its memberships to various committees.

TABLED ITEMS Nil

BACKGROUND

The attached matrix is the current situation.

As the last meeting that these memberships were confirmed was in February this year it is probably appropriate to keep the status quo unless there is any strong desire to alter the current allocations.

OFFICER RECOMMENDATION

THAT the existing Committee Memberships are confirmed.

ATTACHMENTS

1. Committee Memberships Sept 2022 [8.3.1 - 1 page]

COUNCIL RESOLUTION:

THAT the existing Committee Memberships are confirmed.

(Moved Cr D Coulton, Seconded Cr Galvin)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

Committee Memberships Adopted in February 2022	Cr Smith	Cr Moore	Cr Egan	Cr Mulligan	Cr Matthews	Cr Dixon OAM	Cr D Coulton	Cr J Coulton	Cr Galvin
In House Committees									
Organisational Strategy and Policy	1	1	1	1	1	1	1	1	1
Community Services and Planning	1	1	1	1	1	1	1	1	1
Public Infrastructure	1	1	1	1	1	1	1	1	1
Heavy Plant	1	1					1	1	
Transport, Water and Sewerage Assets	1				1			1	
Information Technology & Office Equipment and Buildings Assets		1	1		1	1		1	1
The Living Classroom Committee	1		1		1				1
Circular Economy Committee	1	1	1				1	1	
Council Committees with External Representatives									
Internal Audit Committee			1 (Alt)					1	
Bingara Special Events Committee			1			1			1
Council Nominees on External Committees									
Central Northern Regional Library Committee			1						1 (Alt)
Warialda and District Chamber		1						1	
Bingara and District Vision 20/20			1						
Arts North West									1
Northwest Regional Community Care Project Advisory Committee			1						1 (Alt)
CHSP and Disability Services Advisory Committee			1						1
Northern Slopes Landcare Association		1 (Alt)		1	1				
Bingara Men's Shed						1			
Whole of Community Integrated Service Delivery Northern Group of Council's (NENW)					1				1 (Alt)
Murray Darling Association Inc.				1			1		
Other Levels of Government Committees									
Local RTA Traffic Committee	1 (Alt)						1	1	
Bush Fire Liaison (Service Level Agreement) Committee	1	1					1		
Local Emergency Management Committee							1 Chair	1	
Border Regional Organisation of Councils							1	1	
Namoi JOC (Until transfer is approved)			1 (Alt)					1	
New England JO			1 (Alt)					1	
Northern Planning Panel			1					1	
Council 355 Committee with Councillor Representative									
Bingara District Historical Society						1			
Warialda Historical Society		1					1		
Gwydir Learning Region Committee			1					1	1
Bingara Showground Advisory Committee			1 Chair			1			
Disabled Access Committee						1			1
Naroo Hostel Advisory Committee	1 (Alt)							1	
Warialda Cultural Community Centre Craft Shop (Carinda House)		1							
Gwydir Community Health Alliance			1 Chair					1	1
Old Bingara Court House Gallery (In abeyance)									
Bingara Op Shop						1			

8.4 Council Meeting Cycle

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the adoption of the draft meeting cycle for 2022/23 up to the September 2023 Council Ordinary Meeting.

BACKGROUND

The following arrangements exist at present in respect of the Council's meeting cycle:

- The Ordinary Council meetings are scheduled for the last Thursday of each month, usually commencing at 9am, unless there is a conflict with other events.
- The Standing Committee meetings are scheduled for the second Thursday of each month, if required, and usually commence at 9am.

The Business Papers and summons for the Ordinary Council and Committee Meetings are issued electronically no later than the close of business on the Friday prior to the meetings. Any Councillor may request a hard copy of the Business Paper.

It has been the practice to alternate the meeting venues monthly between Warialda and Bingara. The social distancing rules and Covid restrictions meant meetings were mostly held at the Roxy Meeting Room in Bingara. Also, the planned renovations at the Warialda Council Chambers restricted its use even after the Covid restrictions were removed.

The draft suggested meeting cycle is attached, which returns the Council to alternate meeting locations.

OFFICER RECOMMENDATION

THAT the draft Meeting Cycle is adopted and advertised.

ATTACHMENTS

1. Meeting Cycle Proposed [8.4.1 - 1 page]

COUNCIL RESOLUTION:

THAT the draft Meeting Cycle is adopted and advertised.

(Moved Cr Egan, Seconded Cr Smith)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

Suggested Meeting Cycle 2022/23			
Date	Meetings	Location	Comment
13-Oct-22	Meeting with NSW Grants Commission 10 am to 12 noon	Warialda Chambers	Ordinary Meeting will be earlier in the month than usual to accommodate the LGNSW Annual Conference
20-Oct-22	Council Meeting		
24-Nov-22	Council Meeting	Roxy Meeting Room Bingara	No Committee Meetings suggested due to the LGNSW Conference being followed by the ALGA Transport and Roads Conference in early November. A Country Mayors Meeting is scheduled for Friday 18th November 2022 as well.
15-Dec-22	Council Meeting commences at 2 pm	Warialda Chambers	The usual practice is to hold only one Meeting during December and then resume Council's Meetings in February 2023. This meeting will be followed by a social Christmas Event probably at the Warialda Memorial Hall.
9-Feb-23	Committees	Roxy Meeting Room Bingara	Meetings resume after the Christmas recess
23-Feb-23	Council Meeting		
9-Mar-23	Committees	Warialda Chambers	No known scheduled external events
30-Mar-23	Council Meeting		
13-Apr-23	Committees	Roxy Meeting Room Bingara	Easter Sunday 9th April 2023
20-Apr-23	Budget Workshop		To finalise the draft budget to be advertised. Earlier budget meetings will be scheduled as required and held following the Committee and Ordinary Meetings in March
27-Apr-23	Council Meeting		Anzac Day Tuesday 25th April 2023
11-May-23	Committees	Warialda Chambers	No known scheduled external events
25-May-23	Council Meeting		
8-Jun-23	Committees	Roxy Meeting Room Bingara	The Australian Local Government Annual Assembly is held during June each year. A date has not been set so these meeting dates may change.
29-Jun-23	Council Meeting		
13-Jul-23	Committees	Warialda Chambers	No known scheduled external events
27-Jul-23	Council Meeting		
10-Aug-23	Committees	Roxy Meeting Room Bingara	
31-Aug-23	Council Meeting		
14-Sep-23	Committees	Warialda Chambers	Willoughby holds its Emerge Festival in early September. At the September Ordinary Meeting the elections for the positions of Mayor and Deputy Mayor will be held.
28-Sep-23	Council Meeting		

8.5 Cemetery Policy and Fees and Charges Review

File Reference: NA

Delivery Program

Goal: 1. A healthy and cohesive community

Outcome: 1.1 We have healthy and inviting spaces and places

Strategy: 1.1.3 Provide the right places, spaces and activities

Author: Saul Standerwick, Planning & Environment Team Leader

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Review of Cemeteries Policy

Updating Cemeteries Fees and Charges

Agreement to pay by arrangement specifically for cemetery plots

TABLED ITEMS Nil

BACKGROUND

Council operates two active cemeteries at Warialda and Bingara. The council's cemetery policy review has updated the prior policy which was very brief and did not provide policy direction for a number of foreseeable issues likely to arise from time to time with the cemetery operations. The reviewed policy will ensure the Bingara and Warialda Cemetery operations are effectively captured by policy direction.

As part of the review process some fees and charges were identified that would benefit from consolidation; so there is generally one total charge rather than a base charge and multiple additional charges. The proposed changes seek to eliminate any undercharging error. Having one fee will provide clarity and simplify the process for customers and administrators. The changes also include a fee adjustment to reduce disparity of cost for equivalent items.

In consultation with the finance department a cemeteries specific version of an 'Agreement To Pay By Arrangement' has been drafted and included for your information.

COMMENT

The draft policy is attached.

Commentary on the highlighted areas in the attached fees and charges extract.

Plot Purchase: Removal of different fees for old section and lawn section replaced with one fee covering both.

Plot Purchase Extra Depth: Removal of different fees for extra depth in old section and lawn section replaced with one fee covering both.

Interment Extra Depth/Weekdays/Weekends & Public Holidays: Rather than an additional charge being levied along with the Weekdays/Weekends & Public Holidays charges the proposed changes consolidate the fee each option into one fee only.

Columbarium Niche: change wording from 'Inurnment' to 'Interment'

Cemeteries Other: Change fee from \$95 to \$87 for permission to add name. The proposed change is to have the adding of a name to be equivalent to the cost of the initial permission.

OFFICER RECOMMENDATION

THAT the policy be adopted.

FURTHER that the changes to the fees and charges be adopted.

THAT the *Agreement to pay by Arrangement* be noted.

ATTACHMENTS

1. DRAFT Gwydir Shire Council Cemeteries Policy Vs 1 2022 (1) [8.5.1 - 5 pages]
2. Gwydir - Fees & Charges - proposed changes - cemeteries [8.5.2 - 2 pages]
3. DRAFT AGREEMENT TO PAY BY ARRANGEMENT CEMETERIES (1) [8.5.3 - 1 page]

COUNCIL RESOLUTION:

THAT the policy be adopted.

FURTHER that the changes to the fees and charges be adopted.

THAT the *Agreement to pay by Arrangement* be noted.

(Moved Cr Dixon OAM, Seconded Cr Galvin)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil



Gwydir Shire Council
**Draft Cemeteries
Policy**

File Reference: ## Version 1:
Council Pages 5
Resolution:

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Document data

Department	Environmental Services
Responsible Manager	Planning & Environment Team Leader
Date Adopted	
File reference	22/
Version no	1
Next Review	September 2025

Revision record

Date	Version	Revision details	Officer	Next Review
26/8/2022	1	Draft document	S Standerwick	

Gwydir Cemeteries

Objectives

This Policy has been created to ensure the efficient operation of Gwydir Shire Council's Cemeteries.

Policy Statement

General

- In the case of any inconsistencies with the *Cemeteries and Crematoria Act 2013* and this policy, the *Cemeteries and Crematoria Act 2013* will prevail to the extent of the inconsistency.
- A reference to a plot purchase and interment right also refers to the burial right
- In administering the Gwydir Shire Council's Cemeteries, Gwydir Shire Council will review and publish fees annually.
- All fees will be in accordance with Council's current fees and charges.
- Any refunds will be of monies paid at the time less the administrative fees in the current fees and charges.
- All interment rights are perpetual interment rights unless otherwise stated.
- A maximum of two coffin or casket interments per plot.
- A maximum of four ash interments per plot. Two at the head of the plot and two at the foot of the plot.
- A maximum of one interment in a columbarium niche.
- Administration of the cemeteries generally allows additional depth with extra depth plot fees payable at the time of plot purchase. The extra depth interment fee is levied at the time of the first interment. The second interment attracts the reopening fee.
- An interment right, columbarium niche purchase, or any licence issued under its provisions, does not confer any property rights or transfer any equity or ownership of cemetery land or fixtures to the owner of the burial right, niche or licence or a beneficiaries of the owner.
- The person to be buried must be either
 - a) The person named in the interment right, or
 - b) The person named in the interment right has notified Council in writing of their consent, or
 - c) The estate of the person named in the interment right has notified Council in writing of their consent.

- If the Holder of the interment right is deceased, then proof of descendancy or the Executor of the Estate must prove line of control before an interment can proceed. A Will, Death Certificate or signed agreement from all of the remaining beneficiaries may be needed.
- Council reserves the right to refuse to complete a transaction or grant any cemetery right, if it reasonably suspects that the aforementioned will be used for commercial gain or financial profit.
- Interments shall not be carried out in the area of the Church of England Section on the western side of the concrete path in the Bingara Cemetery unless an existing interment right to a plot in that section is produced.
- Any purchase of plots in the old section of the Warialda cemetery will be determined by the cemetery operator on a case by case basis.
- Up to two reservations for cemetery plots may be subject to a payment plan at any one time (subject to approval).
- Reservations for approved cemetery plots payment plans require a 10% deposit and equal monthly installments over the period of 12 months. Reservations for cemetery plots payment plans not paid off in the 12 month period will forfeit the 10% deposit with any other outstanding moneys to be refunded upon application.

Monuments, Plaques & Inscriptions

- The erection of a memorial requires an approved '*Application for the Erection of a Memorial*' form and the payment of the application fee.
- The erection of temporary placeholders do not require an approved '*Application for the Erection of a Memorial*' form and the payment of the application fee. (For example, a simple wooden cross)
- A person shall not, in a cemetery, erect, construct, install, alter, restore, renovate or improve any monument, memorial, foundation, vault, table, headstone, gravestone, kerbing, railing or other structure, unless it is of:
 - a) A material and design approved in writing by the Council; and
 - b) carried out to the standard of workmanship required by the Council; and
 - c) constructed in accordance with AS4204-“Monuments & Headstones”.
- A person shall not, in a cemetery, make any inscription or carry out any adornment, unless it is approved by Council and made or carried out to the standard required by the Council.

- A person who, in a cemetery, makes any inscription or carries out any adornment, not approved by Council or makes or carries out not to the standard required by Council may be liable for any damage, damages, injury, removal costs, rectification costs and/or be subject to legal action.
- Any inscription or any adornment, not approved by Council or not to the standard required by Council may be subject to removal or alteration without notice and liable for any reasonable costs incurred for any removal, alteration and any rectification works required.
- Headstones erected in the General Section of the Cemetery shall comply with the following specifications:
 - a) Headstones and bases of materials to be durable natural stone (such as marble, granite, trachyte) and not sandstone or artificial materials.
 - b) Base not to exceed 1140mm by 300mm by 200mm
 - c) Bases to be set back from edge of beam 200mm and in centre of the plot. Headstones to be of like material, set back 200mm from the front of the path to maintain uniformity, be securely dowelled and fixed.
 - d) No headstones and base to exceed 700mm in height.
 - e) Approved plaques may be fitted to tilted concrete bases provided that such base does not exceed the surface area of the plaque. Such base is not to exceed 150mm at its highest point. Plaques may also be attached directly to headstones.
 - f) Double headstones may be erected provided they comply with the above requirements and are located centrally between the two plots where the plots are adjacent.

Legislative References

Local Government Act 1993

Cemeteries and Crematoria Act 2013

Gwydir Shire Council

To be the recognised leader in Local Government through continuous learning and sustainability.



Online Search Facility

26 Fees & Charges

Name	Year 2022/2023		
	Fee (excl. GST)	GST	Fee (incl. GST)
Gwydir Shire Council Cemeteries Plot			
Plot – Purchase – Old Section, including perpetual maintenance	\$1,056.36	\$105.64	\$1,162.00
Plot – Purchase – Lawn Section , including perpetual maintenance	\$1,118.18	\$111.82	\$1,230.00
Plot – Purchase – Lawn Section – Extra Depth, (Additional) including perpetual maintenance	\$431.82	\$43.18	\$1705.00
Plot – Purchase – Old Section – Extra Depth (Additional)	\$534.09	\$53.41	\$587.50
Gwydir Shire Council Cemeteries Interment			
Weekdays	\$1,198.18	\$119.82	\$1,318.00
Weekends & Public Holidays	\$1,504.55	\$150.45	\$1,655.00
Extra Depth – Additional – Weekdays	\$454.55	\$45.45	\$1818.00
Extra Depth – Weekends & Public Holidays	\$2305		
Re-open – Weekdays	\$1,068.18	\$106.82	\$1,175.00
Re-open – Weekends & Public Holidays	\$1,504.55	\$150.45	\$1,655.00
Ashes Only	\$278.18	\$27.82	\$306.00
Stillborn – Baby – Child (casket less than 1.1m)	\$709.09	\$70.91	\$780.00
Old Section – Weekdays	\$1,426.36	\$142.64	\$1,569.00
Old Section –Weekends & Public Holidays	\$1,620.00	\$162.00	\$1,782.00
Old Section – Additional – Extra Depth	\$590.91	\$59.09	\$2219.00
Old Section – Extra Depth-Weekends & Public Holidays	\$2582		
Gwydir Shire Council Cemeteries Exhumation			
Weekdays	\$2,772.73	\$277.27	\$3,050.00

Name	Year 2022/2023		
	Fee (excl. GST)	GST	Fee (incl. GST)
Weekends & Public Holidays	\$3,583.64	\$358.36	\$3,942.00

Gwydir Shire Council Cemeteries Columbarium Niche			
Purchase of Columbarium Niche	\$158.18	\$15.82	\$174.00
Interment into Columbarium Niche, including perpetual maintenance	\$278.18	\$27.82	\$306.00

Gwydir Shire Council Cemeteries Cemeteries Other			
Variation Administration Charge: transfers, cancellations, refunds, changes or other administrative requests	\$67.00	\$0.00	\$67.00
Permission to add name to headstone for double plot, place a plaque on an existing monument, or on the Columbarium Wall beside a Niche	\$95.90	\$0.00	\$95.90 \$87.00
Removal or Transfer of Ashes & Plaque	\$278.18	\$27.82	\$306.00
Permission – Erect Head Stone/Foot Stone/Slab/Concrete Kerbing	\$87.00	\$0.00	\$87.00
Private Cemeteries & Burials: Application for Internment/Burial Permit	\$203.00	\$0.00	\$203.00
Private Cemeteries & Burials: Inspections (per hour)	\$122.73	\$12.27	\$135.00
Hire of Chairs for Funeral / Cemetery, per chair (min \$20.00)	\$1.55	\$0.15	\$1.70
Hire of Shade Shelter	\$21.82	\$2.18	\$24.00

AGREEMENT TO PAY BY ARRANGEMENT/CEMETERIES

ACCOUNT DETAILS:

Plot details:	Cemetery:	Row:	Plot:
Payee Name/s:			
Reservation Name (if different from payee)			
Postal Address:			
Email Address:			
Telephone (Home):		Mobile:	

PAYMENT DETAILS

10% Deposit Amount:	\$
Payment Frequency:	Weekly / Fortnightly / Monthly / Other
Payment Amount per:	\$
Payment Method:	BPay / Credit Card / Cheque / Cash / Direct Deposit / Centrepay / Other
First Payment Due:	

I, _____, acknowledge that I, as the debtor, have entered into a payment arrangement with Gwydir Shire Council.

I agree to pay the minimum \$_____ weekly / fortnightly / monthly / other instalments, commencing _____ until the total outstanding amount is paid.

I agree to notify Council should my financial circumstances or postal address change. I understand that default of the arrangement may result in forfeiture of the 10% deposit amount without notification. The remaining monies, excluding the 10% deposit, may be recovered by request by the signatory to this agreement via bank transfer. I also fully understand that failure to meet the terms of this agreement 'will result in the revocation/cancellation of the reservation as per Council's Cemetery Policy. In the event of the death of the interment right holder the balance must be paid in full prior to the interment taking place"

Signature of Applicant	Date:
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Council Officer Approval:	Date:
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Comments:	
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8.6 Councillors' Activity Statement

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: Cherisse Amer, Elected Members Contact

STAFF DISCLOSURE OF INTEREST Nil

TABLED ITEMS Nil

COMMENT

Councillors Activity Schedule

August & September 2022		
Councillor	Event	Date
Cr John Coulton (Mayor)	Namoi Unlimited August Board Meeting via Teams	1 August
	RaRMS Discussion – The Roxy Conference Room	2 August
	Country Mayors Meeting - Sydney	5 August
	New England Joint Organisation Board Meeting - Thargomindah	12 August
	Meeting with Jonathon Wheaton - Warialda	15 August
	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Load truck – Flood Collection – Memorial Hall Warialda	18 August
	Health Alliance Meeting - Warialda	18 August
	Ordinary Council Meeting – The Roxy Conference Room Bingara	25 August
	Gulf Creek Bridge Photo with Adam Marshall	25 August
	NEJO August Board Meeting - Moree	29 August
	Emerge Festival Willoughby	2-4 September
	September ARIC Meeting – The Roxy Conference Room Bingara	6 September
	Committee Meeting – The Warialda Council Chambers	8 September
	Warialda Honey Festival	17 September
	Ordinary Council Meeting – Warialda Council Chambers	29 September
Cr Catherine Egan (Deputy Mayor)	RaRMS Discussion – The Roxy Conference Room	2 August
	CHSP Warialda Advisory Committee Meeting	16 August

	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting - The Roxy Conference Room	25 August
	ARIC Meeting – The Roxy Conference Room Bingara	6 September
	Committee Meeting – Warialda Council Chambers	8 September
	Ordinary Council Meeting – The Warialda Council Chambers	29 September
Cr David Coulton	LEMC Meeting – The Roxy Conference Room Bingara	4 August
	Murray Darling Association Region 11 AGM followed by Ordinary Meeting - Gunnedah	12 August
	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting – The Roxy Conference Room	25 August
	Emerge Festival Willoughby	2-4 September
	Committee Meeting – The Warialda Council Chambers	8 September
	Warialda Honey Festival	17 September
	Ordinary Council Meeting – The Warialda Council Chambers	29 September
Cr Geoff Smith	Ordinary Council Meeting – The Roxy Conference Room Bingara	25 August
	Committee Meeting – The Warialda Council Chambers	8 September
	Ordinary Council Meeting - The Warialda Council Chambers	29 September
Cr Lyndon Mulligan	Murray Darling Association AGM via Teams followed by Ordinary Meeting	12 August
	Ordinary Council Meeting – The Warialda Council Chambers	29 September
Cr Marilyn Dixon OAM	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting – The Roxy Conference Room Bingara	25 August
	Committee Meeting – Warialda Council Chambers	8 September
	Disability Access Meeting - Warialda	16 September
	Ordinary Council Meeting – Warialda Council Chambers	29 September
Cr Tiffany Galvin	RaRMS discussion – The Roxy Conference Room Bingara	2 August
	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting – The Roxy Conference Room Bingara	25 August

	Committee Meeting – Warialda Council Chambers	8 September
	Disability Access Meeting - Warialda	16 September
	Ordinary Council Meeting – Warialda Council Chambers	29 September
Cr Jim Moore	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting – The Roxy Conference Room	25 August
	Emerge Festival Willoughby	2-4 September
	Committee Meeting – Warialda Council Chambers	8 September
	Warialda Honey Festival	17 September
	Ordinary Council Meeting – Warialda Council Chambers	29 September
Cr Dr Chris Matthews	Launch of the Regional Lifestyle Magazine Gwydir Spring Edition – The Bingara Sporting Club	17 August
	Ordinary Council Meeting – The Roxy Conference Room Bingara	25 August
	Committee Meeting - Warialda Council Chambers	8 September
	Warialda Honey Festival	17 September
	Ordinary Council Meeting Warialda Council Chambers	29 September

OFFICER RECOMMENDATION

THAT the report be accepted.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the report be accepted.

(Moved Cr Egan, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

9 COUNCILLORS' REPORTS

COUNCILLORS' REPORTS

Cr C Matthews gave the meeting an update on the handover arrangements for the Bingara Medical Centre.

Cr Egan together with Cr Smith thanked Cr Matthews for his efforts to date regarding the Bingara Medical Centre.

Cr Egan requested that the staff write to NSW Water and request the protocols around when water releases occur from Copeton Dam. The recent releases did create significant damage along the Gwydir River foreshore. The meeting was advised that this will be done.

Cr Dixon OAM advised the meeting that the toilets at the old saleyards in Warialda need more regular cleaning as the condition of these facilities was quite poor over the last weekend.

Cr Mulligan advised the meeting that at the last Murray Darling Association meeting, Tamworth Regional Council raised the issue of the Dungowan Dam and the inappropriate method being used to determine its viability. The social aspect of water security is being understated in the current Business Case. There was agreement that Gwydir Shire supports the position of Tamworth Regional Council.

Cr Galvin raised the issue of the Shell Service Station at Bingara being closed for up to 5 days and the problem this may cause for the residents of Bingara.

Cr Moore advised the meeting that the issue of odours from the Warialda Truck Wash is a continuing concern and that the Jetpatcher is needed around Warialda to attend to the number of potholes appearing. He also he advised that the new Hope Café has opened for business.

The Mayor advised the meeting that the Council is exploring the potential to have a fuel outlet at the Warialda Truck Wash. Once the Council works out the legality of the proposal a Development Consent will be sought and then an operator will be sought through a tender process.

10 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

COUNCIL RESOLUTION:

THAT the Council resolve into Confidential Session, Committee of the Whole and that in the public interest and in accordance with Section 10A (2) (a) of the Local Government Act, 1993, the public and press be excluded from the meeting to consider Item(s) listed on the Agenda.

(Moved Cr Galvin, Seconded Cr D Coulton)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

10.1 Adoption of the Recommendations of the Confidential Session

The meeting was re-opened to the public at 10.44 am.

COUNCIL RESOLUTION:

THAT the recommendations of the Confidential Session, namely:

Eol for various Council Properties

THAT the Council continues to manage and operate the Cranky Rock Recreation Reserve, the Warialda Caravan Park, and the Bingara Caravan Park.

FURTHER that Council enters into licence agreements with the respondents listed below for a period of 12 months for the listed facilities for the current amount of \$90,000 plus GST (please note that the amount paid for the month of September 2022 is included in this amount):

**Glenn Wade, Bingara War Memorial Baths`
Allan Colley, Warialda War Memorial Olympic Pool.**

Regional Australia Bank

THAT the legal advice outlining the risk involved in the overdraft arrangement for the Bingara Community Practice is noted and accepted.

are adopted.

(Moved Cr D Coulton, Seconded Cr Galvin)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore, Cr Mulligan and Cr Smith

Against: Nil

11 CLOSURE

The meeting closed at 10.45 am.

