
**NEW CEMETERY MASTERPLAN COMMITTEE
HELD IN THE MURRAY ROOM ON WEDNESDAY, 15 APRIL 2026
COMMENCING AT 5:00 PM**

PRESENT

Councillor Jenny Ellis (Chair), Councillor Mark Dal Bon, Wendy Collis (Community Representative), Anthony Kidman (Community Representative - Zoom), Virginia Tropeano (Community Representative)

Quorum = 3

Absent: Daniel Calabro (Community Representative), Bruno Guidolin (Community Representative), Jake Hubbard (Community Representative), Peter Woodward (Community Representative)

STAFF

Director Infrastructure & Operations, Phil King and Parks & Gardens Manager, Peter Craig, Minute Taker, Leanne Austin

1 APOLOGIES

An apology was received from Pamela Kensett-Smith (Community Representative).

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Councillor Mark Dal Bon and Councillor Jenny Ellis that the minutes of the previous meeting held on 15 October 2025, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Nil.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no less than significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 GRIFFITH CEMETERY RESERVATIONS

Mr King presented an overview of the report, outlining the number of burial plots currently available at Griffith Cemetery.

Councillor Dal Bon expressed concerns about the balance between existing reservations and remaining plots.

Mrs Tropeano asked whether the Roman Catholic vault section (RC5) could be reduced; however, Mr King explained that there is strong demand and an existing waiting list for this section, this also generates an income stream for Council. Options discussed included removing some trees, utilising the current car park to create additional space and construction of additional Cappellas.

Mr King advised that the report indicates the cemetery has an estimated seven to eight years of capacity remaining. He added that the presence of two cremators in town may reduce future burial demand.

Councillor Ellis clarified that the report's purpose was to determine the remaining lifespan of the current cemetery and support forward planning for a new one. The Committee acknowledged that several options exist to increase burial capacity at the existing site.

Councillor Ellis emphasised the need to plan for the new cemetery. Mrs Tropeano suggested determining entrance locations early so that tree planting can be established before the site becomes operational. Mr Kidman highlighted the importance of considering community needs over the next 30 years and ensuring the new cemetery is appropriately sized before commencing landscaping.

Mrs Tropeano also recommended that Council review practices in other areas, including options such as more natural settings and designated indigenous areas.

Mr Craig noted that extensive consultation had previously been undertaken with consultants during the development of the New Cemetery Masterplan.

Committee members agreed that the Masterplan should be reviewed, particularly regarding layout, earthworks, traffic and noise impacts and ongoing maintenance. Mr King proposed bringing the Masterplan to the next meeting for review. Councillor Ellis suggested a workshop format to consider timelines, planning requirements, grant funding and budget implications. Mr Kidman further suggested incorporating a memorial wall to help mitigate noise and traffic concerns.

RECOMMENDED on the motion of Virginia Tropeano and Wendy Collis that the Committee note the report and the Masterplan be presented at the next meeting.

CL02 OPTIONS FOR AN OSSUARY

Mr King provided an overview of the report.

RECOMMENDED on the motion of Virginia Tropeano and Wendy Collis that the Committee

receive and note the information.

6 OUTSTANDING ACTION REPORT

The report was noted. All actions have been completed.

7 GENERAL BUSINESS

7.1 Feedback Received at Council Café

The Committee discussed feedback that was received earlier in the day at Council Café regarding maintenance concerns at the Cemetery before Anzac Day and also unmarked, poorly maintained graves of servicemen.

Mr King advised he would contact the community member to outline the available options.

Anthony Kidman left the meeting at 6:01 pm.

7.2 Proposed Garden Design

Mr King presented photographs of a cremation interment section from another cemetery (refer to attachments). The Committee agreed that this option warrants further investigation and requested that additional information, including cost estimates, be provided at a future meeting for consideration.

RECOMMENDED on the motion of Wendy Collis and Virginia Tropeano that a report on interment options for cremations be presented to the Committee.

8 NEXT MEETING

The next meeting of the New Cemetery Masterplan Committee is to be held in September 2026 – date to be advised.

There being no further business the meeting terminated at 6:10 pm.

ATTACHMENTS

(a) Example of Cremation Interment Garden

