



BOARD MEETING MINUTES

THORAK REGIONAL CEMETERY BOARD MEETING

Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday, 17 January 2018 at 8.55pm

Present	Maree Bredhauer Kirsty Hunt Doug Barden Mathew Salter Christine Simpson	Mayor Deputy Mayor / Councillor East Ward Councillor South Ward Councillor North Ward Councillor Central Ward
Staff	Silke Maynard Wendy Smith David Jan	Acting Chief Executive Officer Acting Director Infrastructure & Operations Governance and Risk Advisor
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

Nil.

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 Salter

THAT the minutes of the Thorak Regional Cemetery Board Meeting held 15 November 2017, 3 pages, be confirmed.

CARRIED-1718/159

5. BUSINESS ARISING FROM THE MINUTES

Nil.

6. ACCEPTING OR DECLINING LATE ITEMS

Nil.

7. NOTICES OF MOTION

Nil.

8. OFFICERS REPORTS

8.1 Thorak Regional Cemetery Finance Report – December 2017

Moved: Deputy Mayor Hunt
Seconded: Cr Barden

THAT the Thorak Regional Cemetery Board receive and note the finance report for the period ended 31 December 2017.

CARRIED-1718/160

8.2 Thorak Regional Cemetery Quarterly Report October – December 2017

Moved: Cr Barden
Seconded: Cr Salter

THAT the Thorak Regional Cemetery Board receives and notes the Thorak Regional Cemetery quarterly report for October – December 2017.

CARRIED-1718/161

8.3 Thorak Regional Cemetery – CEM01 Floral and Ornamental Tributes Policy

Moved: Deputy Mayor Hunt
Seconded: Cr Salter

THAT the Board

1. Rescind LC23 Flower and Ornament Policy
2. adopt CEM01 Floral and Ornamental Tributes Policy.

CARRIED-1718/162

8.4 Delegation to the CEO

Moved: Cr Salter
Seconded: Cr Simpson

THAT Council

1. Revoke all previous delegations to Thorak Operations Manager, Thorak Administrative Officer and Litchfield Council's Director of Corporate Services and Finance Manager; and
2. Pursuant to Section 12 of the Cemeteries Act, delegates to the Chief Executive Officer of Litchfield Council all its powers and functions under the Cemeteries Act to undertake the care, control and management of the public cemetery known as Thorak Regional Cemetery and located in Litchfield Council's area (Section 184 Local Government Act).

CARRIED-1718/163

9. OTHER BUSINESS

Nil.

10. CONFIDENTIAL ITEMS

Nil.

11. NEXT MEETING

Wednesday, 28 February 2018.

12. CLOSE OF MEETING

The Chair closed the meeting at 9.02pm

MINUTES TO BE CONFIRMED
Wednesday 28 February 2018

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Mayor of Litchfield
Maree Bredhauer

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Chief Executive Officer
Kaylene Conrick

Unconfirmed