



BRUNY ISLAND CEMETERY AND CHAPEL ASSOCIATION (BARNES BAY) INC trading as:

BARNES BAY CHAPEL AND CEMETERY ASSN.

ABN: 34 604 284 666

95 Church Road, Barnes Bay, Bruny Island, Tasmania 7150

Web: www.barnesbaychapel.aaybee.com.au

MINUTES of Meeting held Sunday 7 August 2022

Meeting opened: 11:55 am

Present: Di Jodlowska, Jake Jodlowska, Carolyn Martyn, Zanna Jodlowska, Christine Churchill, Tanzi Lewis, David Goodrick, Alan Bottomley, Yvonne Bottomley, Ella Diprose, Adam Diprose, Walter Cooley. (12).

Apologies: Garth Denne, Youdit Deane, Alan Mansell, Annie Correy, Perri and Ralph Bottomley, Tony Kennedy

Confirmation of Minutes of Last Meeting:

Moved: Jake, Seconded: Yvonne, that the Minutes of the previous meeting be accepted.

Business Arising: -

Developments Regarding our New Toilet: Alan reported on an extensive list of activities as detailed below: -

- 24 February: Obtain a building quote from Browning Builders, Scott Browning.
- 17 March: Removal of sink and cupboards from the Chapel kitchen. (Ralph and Alan).
- 26 March: Electrical design discussions for the new toilet with Rob Travia, electrician,
- 28 March: Ralph and Alan met with an asbestos removal expert at the Chapel,
- 29 March: Removal of asbestos sheet in preparation for building work. (Ralph and Alan).
- 29 March: Receipt of 17-page Report from **Geo Environmental Solutions** (Wastewater Assessment). (Invoice for **\$495** received).
- 10 April: Received an indicative quote for plumbing work from **Professional Plumbing** for complete plumbing work; all internal fittings and including excavation work and septic tank: **\$18,150**.
- 22 April: Initial building work completed by **Browning Builders** (entry door and wall skeleton). Invoice for **\$4,921.59** received.
- 22 May: "Authority to Act" document produced (needed for Plumbing Permit application).
- 27 May: Obtain official Certificate of Title from Recorder of Titles (for Council) **\$32?** (Alan).
- 29 May: Submit Plumbing Approval Application to Council with attached documents. (Alan)
- 20 May: A Letterhead (including a logo) for our association developed in consultation with Di and Yvonne.
- 15 June: Letter to BICA to seek funding assistance (**\$5,000**) for our toilet. (Perri and Alan).
(Reply from BICA received 17 June agreeing to the funding under specified conditions).
- 24 June: Negotiations with Kingborough Council to reduce, or waive, fees. (**\$1,321**) (Perri and Ralph)
- 07 July: Measure up partition wall for lining and electrical cabling. (Alan).
- 08 July: Transport 6 sheets of Villaboard lining to the Chapel and install them on the partition wall.
Also *install electrical cabling, lights, power points, fan, movement sensors etc* (Alan and Rob).
- 15 July: Clear vegetation from area for absorption trench (and under the power lines). (Alan and Yvonne).
- 21 July: Submit a **Development Application** with attached documents to Council (Alan).
- 26 July: Another invoice from Council this time for **\$1,039.40**.
- 27 July: An installer (Richard Coad) for a moulded vinyl floor for our toilet arranged by Ralph.
- 4 August: Alan wrote a summary of our interactions with the Council for *David Grace* to use in requesting a waiver of the latest fee.
- 8 August: A phone call with the Council *Environment Planner* (Adrian Cavicchia) re the location of the absorption trench. Council will send us a map.

New Business:

1. **Grants**: We have already secured a grant from BICA for \$5,000 subject to certain conditions, but where else could we apply? Could we get a Grant Writer to help?
2. **Alan's OPE's**: The meeting agreed that Alan should be reimbursed for his OPE's regarding the toilet.
3. **Insurance**: Our Public Liability and Building Insurance costs (**\$1,780** this year) are out of proportion relative to our income. Alan suggested dropping our building insurance and argued that our risk of fire is very low due to the fact that our building is clad in fire-proof asbestos sheet and if we are careful to keep trees away from the building then our risk would be close to zero. However, the meeting did not agree to this and rather suggested that we try to get cheaper insurance based on the building alone, that is ignore "contents". Jake volunteered to look into this.
4. **New Cupboards for the Kitchen**: Yvonne has checked out some possibilities from Bunnings. Ella said we could also try Facebook Marketplace.
5. **Plumbing Quotes**: We have an indicative quote from Professional Plumbing for everything associated with the new toilet (Pan, Grab Rails, Basin, Septic Tank, Absorption Trench etc), but the meeting suggested that it would be wise to also get some alternative quotes.
6. **New Headstone**: Mark Hansson recently installed a large sandstone block in the cemetery and Carolyn was worried that the block may have been the one that belonged to Walter Cooley! However, it is believed that the block is the start of a headstone for Bob Hewitt's grave (?).
7. **Plot Reservation Form**: Alan suggested that our website could include a form to capture contact details for those people who want to reserve a plot in our cemetery. Agreed that this would be a good idea.
8. **Signatories for the Bendigo Bank**: We currently have 2 signatories registered (Carolyn and Alan) but should we register a third signatory as a backup? The meeting decided that 2 should be enough for now.

Correspondence:

1. Email from BICA outlining their criteria for funding our toilet.
2. Geoff Bottomley re recent \$2,000 donation.
3. Peter Wisby (verbal communication) wants to reserve 2 places in the Columbarium.
4. Many emails to/from the Council, contractors etc regarding the new toilet. (See above).

Financial Report:

Printouts for the End of Financial Year Accounts were handed out to attendees.

Moved: Carolyn, Seconded: Christine, that the accounts be accepted.

General Business:

1. **Info Board**: Di suggested that the info board at the entrance needs to be updated.
2. **Aurora Energy Account**: Is it possible that our organisation might be eligible for an electricity concession? Di said she would look into that.
3. **Open Day**: Christine Churchill suggested that when our toilet is finished, we could have an old-fashioned fair/open day to celebrate.

Next Meeting:

Possibly October or November 2022

Meeting Closed:

1:04pm.

Our usual working bee did not happen due to the inclement weather, but we still had barbequed sausages etc!

Alan Bottomley,
Secretary, Barnes Bay Chapel and Cemetery Assn.
