

BEECHWORTH CEMETERY TRUST

POLICY

Policy Name	Establishment and alteration of memorials in the Beechworth Public Cemetery.
Date adopted by Beechworth Cemetery Trust	21 May 2018
Policy Review Date	April - June 2020

Purpose:

The purpose of this policy is to set out the framework for the establishment and alteration of memorials in the Beechworth Public Cemetery.

Legislative requirements:

The *Cemeteries and Crematoria Act 2003*, Part 7 Division 2, establishes the power for a Cemetery Trust to approve and manage establishment and alteration of monuments within the cemetery. In particular clause 99(1)(c) enables a Cemetery trust to refuse an application for any other reason that the cemetery trust thinks fit.

The Department of Health and Human Services have advised that where a Trust develops a policy to manage operating procedures of the cemetery which does not alter or conflict with the Model Rules for the Cemetery the Trust does not need to have the Policy approved by the Governor in Council.

The Trust has reviewed this Policy and has not sought approval from the Governor in General as the Policy does not conflict or alter the Model Rules for the Trust.

Background:

The Beechworth Public Cemetery contains many unmarked graves, especially in the General Cemetery and graves that contain multiple burials. It is often difficult to establish who holds the right to establish or alter a monument particularly for historical graves. In some instances, the Trust holds the right of interment e.g. residents from the former institutions which operated in Beechworth, paupers, etc.

Consultation:

During the development of this Policy the Trust Secretaries consulted with the Department of Health and Human Services and the Cemeteries and Crematorium Association of Victoria as well as a desktop scan of other Cemetery Trust websites. There was no formal community consultation during the development of this policy.

Publicity:

This policy will be available on the Beechworth Cemetery website and made available on request.

Policy:

The Beechworth Cemetery Trust may approve monuments/headstones when:

- The applicant seeking to establish or alter a monument for a single interment or multiple interments of related persons in the one plot provides written documentation that they have consulted with relatives of the deceased and have their agreement to establish or alter a monument. Or
- The applicant seeking to establish or alter a monument on graves containing multiple burials where the relationship between those buried in the grave are unknown agrees in writing that they understand that other monuments may be established or altered on that grave by descendants of the other person(s) buried in that grave. As such the monument to be installed or altered needs to allow room for other monuments and therefore the size must be approved by the Trust. Or
- If the applicant seeking to establish or alter a monument has no obvious or known relationship to the deceased person they have demonstrated to the Trust reasonable grounds as to why they are seeking the application and provide written documentation to the Trust that they have endeavored to contact or find living descendants to seek their permission to establish or alter a monument.

Implementation of Policy:

The Trust authorise the Chairperson and the Secretary to implement this policy, and where applicable consistent with any strategic documents or plans for the Beechworth Cemetery Trust.

Review History:

Date	Review Details	Action