

MINUTES



FERNTREE GULLY CEMETERY TRUST SPECIAL COMMITTEE

Held Wednesday, 28 June 2017
Room 2, Civic Centre
511 Burwood Highway, Wantirna South
Commenced 7.00pm

1. COMMITTEE

Cr Jake Keogh
Cr Peter Lockwood (Acting Chairperson)
Tricia Kirk
Kevin Knox

2. INVITEES

Fleur Cousins
Kirstin Ritchie
Dave Munn
Tristan Smith
Andrea Szymanski

3. APOLOGIES

Cr Tony Holland
Heather Kleesh

4. DECLARATIONS OF CONFLICT OF INTEREST

Nil.

5. ELECTION OF CHAIRPERSON

MOVED: CR. LOCKWOOD

SECONDED: CR. KEOGH

That Councillor Holland be elected Chairperson of the Ferntree Gully Cemetery Trust Special Committee for the 2016/17 period.

CARRIED

As Councillor Holland was not in attendance it was agreed that Councillor Lockwood be appointed Acting Chairperson for the meeting.

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of Meeting held 7 September 2016 (copy attached).

MOVED: T. KIRK

SECONDED: K. KNOX

That the Minutes of the Ferntree Gully Cemetery Trust Special Committee meeting held on 7 September 2016 be accepted.

CARRIED

7. BUSINESS ARISING FROM PREVIOUS MEETING

7.1 Cemetery Entrance

At the Trust meeting held on 7 September 2016 the Committee was provided with an overview on the main entry redevelopment project status and proposed timelines for continuation of works.

Tristan Smith and Andrea Szymanski from Council's Landscape Department provided an update on the main entry redevelopment project status and the upcoming tender process. The following design aspects were confirmed by the Trust Committee and will be included in the tender documentation:

Entry Pillars

- Fieldstone pillars with Sawn Bluestone capping

Low Entry Retaining Walls

- Two options will be included in the tender documents:
 - Split Faced Bluestone cladding
 - Fieldstone with sawn bluestone capping

Driveway Entry

- Sawn Bluestone pavers

Archway

- Fern detail to be cottage green (matching ferns on fence)
- Fern detail to be costed as provisional extra
- Writing to be brush aluminium finish

Ferns on black entry fence.

- Colour of fern motif on fence to be cottage green

Bollards in Centre of Entry

- Preference for heritage/substantial looking; not just standard black columns

Cemetery sexton Dave Munn advised that the fencing contractor is holding off on completing the front section of the boundary fencing until the entry construction begins. He informed the Trust Committee that the successful tenderer for the entry will need to liaise with the fencing contractor to coordinate the remaining work.

7.2 Annual Works Plan 2016/2017

For the 2016/2017 year the following schedule of works were endorsed by the Ferntree Gully Cemetery Trust Special Committee at the 7 September 2016 meeting:

ITEM	DESCRIPTION	STATUS
1.	Ongoing activities including burial and ashes interments and bookings, liaison with clients regarding memorial options, quarterly reporting, customer service, search of records, Annual Report and liaison with the Department of Health, support to the Cemetery Trust Special Committee and training.	Ongoing
2.	Replacement/new signage	Final quotations being sought and order placed (January 2017). Replacement not yet commenced due to competing priorities.

ITEM	DESCRIPTION	STATUS
3.	Obtain cost estimates for the replacement/repair/modifications to the perimeter fencing, main entrance gates and raised brick garden beds	Perimeter fencing competed mid September 2016. April/May 2017 - detail drawings July 2017 - seek quotations for works Mid August 2017 - awarding of a contract for works. Mid September – November 2017 - construction work to commence.

MOVED: CR. KEOGH

SECONDED: T KIRK

That the 2016/17 schedule of works be carried forward for 2017/18.

CARRIED

8. ITEMS FOR DISCUSSION

8.1 Fee Increase – Effective 1 July 2017

In accordance with section 43 of the Cemeteries and Crematoria Act 2003 the Consumer Price Index (CPI) is to be applied to all cemetery fees of \$50 and above. The Trust received notification from the Department of Health & Human Services that the CPI increase effective from 1 July 2017 is 1.5%.

Refer Appendix A – Scale of Fees – Effective 1 July 2017

8.2 Financial Statements for the period ended 31 March 2017 (Appendices B, C and D)

RECOMMENDATION

MOVED: T. KIRK

SECONDED: K. KNOX

That the Financial Statements for the period 1 July 2016 to 30 September 2016 (Appendix B), 1 October 2016 to 31 December 2016 (Appendix C) and 1 January 2017 to 31 March 2017 (Appendix D) be accepted with the following changes to Appendix C and D:

APPENDIX C

Note 12 Related party transactions Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

The Councillors of Knox City Council during the year were:

Councillor Karin Orpen (up to 22 October 2016)
 Councillor Adam Gill
 Councillor Joe Cossari (up to 22 October 2016)
 Councillor Darren Pearce (Mayor from 8 November 2016 to current)
 Councillor John Mortimore (Deputy Mayor from 27 February 2017 to current)
 Councillor Peter Lockwood
 Councillor Tony Holland (Mayor to 22 October 2016)
 Councillor Nicole Seymour
 Councillor Lisa Cooper
 Councillor Jackson Taylor (from 8 November 2016)
 Councillor Jake Keogh (from 8 November 2016)

APPENDIX D

Note 12 Related party transactions Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

The Councillors of Knox City Council during the year were:

Councillor Adam Gill
 Councillor Darren Pearce (Mayor)
 Councillor John Mortimore (Deputy Mayor from 27 February 2017 to current)

Councillor Peter Lockwood
Councillor Tony Holland
Councillor Nicole Seymour
Councillor Lisa Cooper
Councillor Jackson Taylor
Councillor Jake Keogh

CARRIED

8.3 Review of the Ferntree Gully Cemetery Trust Special Committee and Delegation

The Manager Governance and Innovation, Fleur Cousins, discussed the statutory requirement to review the current delegation to the Ferntree Gully Cemetery Trust Special Committee by October 2017. She also informed the Trust Committee of the review of all Council committees and asked the committee members for feedback on the current Committee operations and responsibilities.

In reviewing the Committee, a number of options are available including

- (i) Continue as a Special Committee with delegated functions and powers.
- (ii) Reform as an Advisory Committee to Council, with delegated functions and powers becoming the responsibility of Council.
- (iii) Establish a community interest/reference group.

The Trust Committee reached a consensus that they would prefer to remain a section 86 Committee with a composition of three Council and three community members.

The Trust Committee discussed the recruitment process for community members and determined that, if required to conduct, it would be for all three community members.

9. GENERAL BUSINESS

9.1 Accuracy of Cemetery Records

Trust Committee member, Trish Kirk, advised that she has been researching the cemetery and believes that a percentage of the cemeteries historic records are incorrect. Trish stated that, subject to the potential cost, an audit of all cemetery records should be conducted with the intent of correcting all incorrect data.

The Manager Governance and Innovation, Fleur Cousins, noted that there may be statutory requirements for altering historic records which need to be investigated before further action can be taken.

Trish noted that the creation of a new, more detailed map of the cemetery could assist with this project.

9.2 Funding from Department of Health and Human Services

The Manager Governance and Innovation, Fleur Cousins, advises that the Ferntree Gully Cemetery Trust has been successful in obtaining two grants from the Department of Health and Human Services. The grants were used to send staff members to Gravesafe Training and Grief Training.

Meeting closed at 8:05pm

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Chairperson

MINUTES



FERNTREE GULLY CEMETERY TRUST SPECIAL COMMITTEE

Held Wednesday, 7 September 2016
Room 1, Civic Centre
511 Burwood Highway, Wantirna South
Commenced 7.00pm

1. PRESENT

Cr Karin Orpen (Chair)
Cr John Mortimore
Tricia Kirk
Kevin Knox

2. INVITEES

Carrie Bruce
Karen Beaton
Dave Munn
Marshall Kelaher

3. APOLOGIES

Cr Tony Holland, Heather Kleesh, Fleur Cousins

4. DECLARATIONS OF CONFLICT OF INTEREST

Nil.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of Meeting held 24 March 2016 (see attached).

MOVED: CR. J. MORTIMORE

SECONDED: K. KNOX

That the Minutes of the Ferntree Gully Cemetery Trust Special Committee meeting held on 24 March 2016 be accepted.

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MEETING

6.1 Cemetery Entrance and Fencing

Marshall Kelaher provided an overview on the main entry redevelopment project status and proposed the following timelines for continuation of works:

September - October 2016	Prepare detail drawings for tendering purposes
November 2016	Seek quotations for works
Mid December 2016	Cemetery Trust Committee to consider the awarding of a contract to undertake the works.
Mid January - March 2017	Should a contract be awarded - construction works to commence.

Cemetery sexton Dave Munn advised of the positive feedback he had received from the community about the fencing replacement works and confirmed that it is anticipated that fencing will be completed on time.

6.2 Annual Works Plan 2016/2017

For the 2016/2017 year the following schedule of works were endorsed by the Ferntree Gully Cemetery Trust Special Committee:

ITEM	DESCRIPTION	STATUS
1.	Ongoing activities including burial and ashes interments and bookings, liaison with clients regarding memorial options, quarterly reporting, customer service, search of records, Annual Report and liaison with the Department of Health, support to the Cemetery Trust Special Committee and training.	Ongoing
2.	Replacement/new signage	Final quotations being sought and order placed (January 2017)
3.	Obtain cost estimates for the replacement/repair/modifications to the perimeter fencing, main entrance gates and raised brick garden beds	September/October 2016 - detail drawings November 2016 - seek quotations for works Mid December 2016 - Committee to consider awarding of a contract for works. Mid January - March 2017 - construction work to commence.

7. ITEMS FOR DISCUSSION

7.1 Annual Report to Council for Year Ended 30 June 2016 (Appendix A including Financial Statements, Audit Report and Abstract of Accounts)

MOVED: T. KIRK
SECONDED: CR. K. ORPEN

That the Annual Report to Council for the Year Ended 30 June 2016 together with the Financial Statements for the period ended 30 June 2016, Audited Financial Statement and Abstract of Accounts for the Department of Health and Human Services as contained in Appendix A be accepted and presented to Council for approval, signature and return to the Department, with the following minor amendments:

1. Abstract of Accounts 2014-2015 - include a description and estimated costs for fencing and main entry redevelopment works at "General Condition of Cemetery".
2. Amend the description of "Liabilities" from "*Any monies committed to expenditure*" to "*Any monies committed to expenditure on fencing and main entry redevelopment works*"

CARRIED

8. GENERAL BUSINESS

8.1 Request from Mountain District Learning Centre (in conjunction with Knox Historical Society) to conduct a night tour of cemetery

Councillor Orpen advised that she had received an email from Mountain District Learning Centre requesting permission to conduct a night tour of the cemetery on Friday, 25 November 2016.

The Trust Committee had no objection to granting permission subject to appropriate public liability insurance and any other standard conditions that Council usually imposes on functions on Council properties.

Staff to seek further information and report back to the Chairperson and Mountain District Learning Centre.

8.2 Management of a Second Cemetery Site

Councillor Mortimore sought confirmation that a Cemetery Trust could manage more than one cemetery site. Staff confirmed that many Trusts manage multiple sites. Councillor Mortimore advised that he may have a possible site for 'natural' burials whereby trees are planted on the site to be commercially harvested in 100 years. Councillor Mortimore further advised that he may come back with more details in the future.

Meeting closed at 8.20pm

Next Meeting: To be confirmed

FERNTREE GULLY CEMETERY TRUST SCALE OF FEES – EFFECTIVE 1 JULY 2017

Fee Descriptor 1	Fee Descriptor 2	Fee
RIGHT OF INTERMENT – GRAVES AND ASHES AND BURIAL FEES		
ROI - Bodily Remains	Lawn / Monumental	\$3,780.00
ROI - Bodily Remains	Vault	\$7,560.00
ROI – Cremated Remains	Double Vault position – 25 year tenure	\$1,930.00
ROI – Cremated Remains	Double Vault position – perpetual tenure	\$3,855.00
ROI – Cremated Remains	Single Vault position – 25 year tenure	\$970.00
ROI – Cremated Remains	Single Vault position – perpetual tenure	\$1,930.00
ROI – Cremated Remains	Single ashes position – 25 year tenure	\$940.00
ROI – Cremated Remains	Single ashes position – perpetual tenure	\$1,870.00
Interment Services	Interment – Lawn	\$1,395.00
Interment Services	First Interment – Lawn (purchased pre 2002)	\$695.00
Interment Services	Interment – Monumental	\$1,580.00
Interment Services	First Interment – Monumental (purchased pre 2002)	\$780.00
Interment Services	Additional depth (allowing for 3 burials)	\$310.00
Interment Services	Oversized Grave (more than 670mm wide)	\$245.00
Interment Services	Removal of Ledger – Monumental	\$310.00
Interment Services	Removal of and replacement of chip top	\$540.00
Administration Fee Misc	Additional operating hours fee for activity (late arrival)	\$320.00
Interment Services	Cremated Remains in Grave	\$280.00
Administration Fee Misc	Interment out of hours – bodily remains – Subject to staff availability (not available Christmas Day or Good Friday)	\$1,270.00
Administration Fee Misc	Interment out of hours – cremated remains – Subject to staff availability (not available Christmas Day or Good Friday)	\$630.00
Interment Services	Exhumation	\$2,795.00
Interment Services	Lift and Reposition	\$2,795.00
Administration Fee Misc	Grave Testing	\$55.00

(SHADED ITEMS ARE SUBJECT TO GST, NON-SHADED GST FREE)

Fee Descriptor 1	Fee Descriptor 2	Fee
ASHES, PLAQUE FEES & MISCELLANEOUS FEES		
Administration Fee Misc	Interment of ashes & plaque – family present	\$130.00 (\$75 + \$55)
Administration Fee Misc	Interment of ashes & plaque – no family present	\$105.00 (\$50 + \$55)
Administration Fee Misc	Removal of plaque and ashes	\$55.00
Memorialisation	Plaque	Cost plus 30%
Memorial permit fees Installation	Supply of concrete block	\$58.50
Memorial permit fees Installation	Supply of grey granite block	\$260.00
Memorial permit fees Installation	Supply of black granite block	\$279.50
Administration Fee Misc	Transfer of ROI	\$48.00
Administration Fee Misc	Search of Cemetery Records – Basic	\$48.00
Administration Fee Misc	Search of Cemetery Records – Extended – per hour	\$48.00
ROI – Cremated Remains	Conversion or Extension – Conversion 25yr to perpetual tenure – double vault	\$3,855.00
ROI – Cremated Remains	Conversion or Extension – Conversion 25yr to perpetual tenure – single vault	\$1,930.00
ROI – Cremated Remains	Conversion or Extension – Conversion 25yr to perpetual tenure – single ashes	\$1,870.00
ROI – Cremated Remains	Conversion or Extension – Conversion perpetual to 25 yr tenure – single ashes	\$1,315.00
ROI – Cremated Remains	Conversion or Extension – Conversion perpetual to 25 yr tenure – double vault	\$2,710.00
ROI – Cremated Remains	Conversion or Extension – Conversion perpetual to 25 yr tenure – single vault	\$1,355.00

(SHADED ITEMS ARE SUBJECT TO GST, NON-SHADED GST FREE)

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FERNTREE GULLY CEMETERY TRUST
SCALE OF FEES – EFFECTIVE 1 JULY 2017

(ALL PRICES GST EXEMPT)

Fee Scale	
Surrender of an unexercised ROI	
Year	Administration Charge
1	3.00%
2	4.75%
3	6.50%
4	8.25%
5	10.00%
6	11.75%
7	13.50%
8	15.25%
9	17.00%
10	18.75%
11	20.50%
12	22.25%
13	24.00%
14	25.75%
15	27.50%
16	29.25%
17	31.00%
18	32.75%
19	34.50%
20	36.25%
21	38.00%
22	39.75%
23	41.50%
24	43.25%
25	45.00%

Example:

Current value of ROI	\$10,000
Purchased ten years previously, administration rate	18.75%
Administration fee (\$10,000 x 0.1875)	\$1,875
Refund Payment (\$10,000 - \$1,875) =	\$8,125

(SHADED ITEMS ARE SUBJECT TO GST, NON-SHADED GST FREE)

**FERNTREE GULLY CEMETERY TRUST
SCALE OF FEES – EFFECTIVE 1 JULY 2017**

(ALL PRICES GST EXEMPT)

Fee Scale Monumental Applications	
Fee Description	Fee
Memorial Permit Fees – Additional Inscriptions	\$75.00
Memorial Permit Fees – Minor Renovation Work	\$115.00
Memorial Permit Fees – Major Renovation Work	\$150.00
Memorial Permit Fees – Major Renovation Work – Each additional contiguous grave forming the same monument	\$48.00
Memorial Permit Fees – New Headstone and Base with Existing Foundation	\$140.00
Memorial Permit Fees - New Headstone and Base with Existing Foundation - Each additional contiguous grave forming the same monument	\$48.00
Memorial Permit Fees - New Headstone and Base without Existing Foundation	\$150.00
Memorial Permit Fees - New Headstone and Base without Existing Foundation - Each additional contiguous grave forming the same monument	\$48.00
Memorial Permit Fees – New Monument with Existing Foundation	\$180.00
Memorial Permit Fees – New Monument with Existing Foundation - Each additional contiguous grave forming the same monument	\$60.00
Memorial Permit Fees – New Monument without Existing Foundation	\$195.00
Memorial Permit Fees – New Monument without Existing Foundation - Each additional contiguous grave forming the same monument	\$75.00

(SHADED ITEMS ARE SUBJECT TO GST, NON-SHADED GST FREE)

FERNTREE GULLY CEMETERY TRUST

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 30 SEPTEMBER 2016

FERNTREE GULLY CEMETERY TRUST
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

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FERNTREE GULLY CEMETERY TRUST
COMPREHENSIVE INCOME STATEMENT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

	Note	September 2016 \$	June 2016 \$
Income			
Plot sales	1(d)	9,315	101,047
Burial fees	1(d)	14,986	53,294
Monument fees	1(d)	1,152	4,252
Plaque fees	1(d)	2,333	25,375
Investment income	1(d)	7,274	28,954
Total income		<u>35,060</u>	<u>212,922</u>
Expenses			
Management fees		24,845	96,500
Plaques		1,625	16,925
Operating costs	2	6,934	11,782
Utilities	3	78	389
Total expenses		<u>33,482</u>	<u>125,596</u>
Profit/(loss) for the year		<u>1,578</u>	<u>87,326</u>
Total comprehensive result		<u>1,578</u>	<u>87,326</u>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

BALANCE SHEET

AS AT 30 SEPTEMBER 2016

		September 2016	June 2016
	Note	\$	\$
Assets			
Current assets			
Cash and cash equivalents	1(e),4	241,221	316,126
Trade and other receivables	1(f),5	9,522	7,888
Other financial assets	1(g),6	900,000	800,000
Total current assets		<u>1,150,743</u>	<u>1,124,014</u>
Non-current assets			
Land and improvements	1(h),7	554,721	554,721
Total non-current assets		<u>554,721</u>	<u>554,721</u>
Total assets		<u>1,705,464</u>	<u>1,678,735</u>
Liabilities			
Current liabilities			
Trade and other payables	8	28,356	3,205
Total current liabilities		<u>28,356</u>	<u>3,205</u>
Total liabilities		<u>28,356</u>	<u>3,205</u>
Net assets		<u>1,677,108</u>	<u>1,675,530</u>
Equity			
Accumulated surplus		1,677,108	1,675,530
Total equity		<u>1,677,108</u>	<u>1,675,530</u>

The above balance sheet should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

	Accumulated surplus	
	September 2016 \$	June 2016 \$
Balance at beginning of the financial year	1,675,530	1,588,204
Comprehensive result	1,578	87,326
Balance at end of the financial year	1,677,108	1,675,530

The above statement of changes in equity should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

	Note	September 2016 Inflows/ (Outflows) \$	June 2016 Inflows/ (Outflows) \$
Cash flows from operating activities			
Receipts			
Plot sales		9,395	100,997
Burial fees		16,485	58,624
Plaque fees		2,566	27,912
Monument fees		1,152	4,252
Interest received		6,085	25,900
Net GST refund		777	7,419
		<u>36,460</u>	<u>225,104</u>
Payments			
Payments		(11,365)	(134,506)
		<u>(11,365)</u>	<u>(134,506)</u>
Net cash provided by (used in) operating activities	9	<u>25,095</u>	<u>90,598</u>
Cash flows from investing activities			
Proceeds from disposal of financial assets		500,000	800,000
Purchase of financial assets		(600,000)	(800,000)
Net cash provided by (used in) investing activities		<u>(100,000)</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents		(74,905)	90,598
Cash and cash equivalents at beginning of financial year		316,126	225,528
Cash and cash equivalents at the end of the financial year		<u>241,221</u>	<u>316,126</u>

The above statement of cash flows should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

Introduction

The Trustee of Ferntree Gully Cemetery is Knox City Council. The sole purpose of the Trust is to administer the Ferntree Gully Cemetery.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The accounts are prepared under the convention of historical cost, and except where stated do not take in to account current valuations of non-current assets.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Going concern

In preparing the financial statements, the Trustees are satisfied that the entity is trading as a going concern. However the Trustees also note that the ability of the entity to continue as a going concern in the long term is uncertain due to the lack of sustainable operating profits or cash flows from core business activities, particularly as all available burial plots and vaults have been sold. The Trustees approved the additional installation of niche walls in 2012-2013 which was completed in the 2013-14 financial year, enhancing the medium term financial viability of the Cemetery.

(c) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(d) Revenue recognition

Income is recognised when the Trust obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Trust, and the amount of the contribution can be measured reliably.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

Note 1 Significant accounting policies (continued)

(e) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less.

(f) Trade and other receivables

Receivables are carried at cost. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(g) Other financial assets

Financial assets including investments such as term deposits are held to maturity and measured at amortised cost.

(h) Land and improvements

The Ferntree Gully Cemetery was extended in 2002 to include land at 2 Clematis Avenue, Ferntree Gully and 8 The Glade, Ferntree Gully. The land was acquired during the 2002 year. The Trustees have determined that it is appropriate to carry the value of the land in the accounts at cost.

(i) Repairs and maintenance

Routine maintenance, repair costs and minor renewal costs are expensed as incurred.

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(k) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2016 reporting period. The Trust has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(l) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest dollar. Figures in the financial statement may not equate due to rounding.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

		September 2016	June 2016
		\$	\$
Note 2	Operating costs		
	Audit fee	-	1,450
	Refund pre-purchased plots	4,596	6,583
	Maintenance	2,338	-
	Other operating costs	-	3,749
		<u>6,934</u>	<u>11,782</u>
Note 3	Utilities		
	Telephone	78	389
		<u>78</u>	<u>389</u>
Note 4	Cash and cash equivalents		
	Cash at Bank	24,485	20,378
	Cash at Call	216,736	295,748
		<u>241,221</u>	<u>316,126</u>
Note 5	Trade and other receivables		
	Plot debtors	725	805
	Accrued interest	7,495	6,306
	Net GST receivable	1,302	777
		<u>9,522</u>	<u>7,888</u>
Note 6	Other financial assets		
	Term deposits	900,000	800,000
		<u>900,000</u>	<u>800,000</u>
Note 7	Land and improvements		
	Land at cost	198,365	198,365
	Improvements	356,356	356,356
		<u>554,721</u>	<u>554,721</u>
Note 8	Trade and other payables		
	Trade payables	28,356	3,205
		<u>28,356</u>	<u>3,205</u>

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

		September 2016 \$	June 2016 \$
Note 9	Reconciliation of cash flows from operating activities to profit/(loss)		
	Profit/(loss) for the year	1,578	87,326
	Change in assets and liabilities		
	(Increase)/decrease in trade and other receivables	(1,634)	431
	Increase/(decrease) in trade and other payables	25,151	2,841
	Net cash provided by/(used in) operating activities	25,095	90,598

Note 10 **Commitments**

The Trustee does not have any outstanding commitments in relation to the Ferntree Gully Cemetery.

Note 11 **Number of graves, ashes and interment positions available**

	2017 No.	2016 No.
Description		
Foothills graves	-	-
Foothills vaults	-	-
Ashes Garden	3	2
Rose garden	-	-
Ashes vaults - double	-	-
Ashes vault - single	-	-
Wall of Remembrance	-	-
Pioneer Beam	-	-
Memorial Rose Garden	-	-
Lawn F	1	1
Church of England Section A	-	-
Church of England Section B	-	-
Methodist Section B	1	1
Presbyterian Section B	-	-
Roman Catholic Section C	1	1
The Grove Niche Walls	157	159
	163	164

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2016

Note 12 **Related party transactions**

Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

The Councillors of Knox City Council during the year were:

Councillor Karin Orpen

Councillor Adam Gill

Councillor Joe Cossari

Councillor Darren Pearce

Councillor John Mortimore

Councillor Peter Lockwood (Mayor to 11th November 2015)

Councillor Tony Holland (Mayor from 11th November 2015 to current)

Councillor Nicole Seymour

Councillor Lisa Cooper

The Councillors received no remuneration from the Trust in connection with its management.

Other Related Party Disclosures

Knox City Council's Finance department provides ongoing financial advice and accounting services to the Trustees. These services are included in the management fee of \$96,500 payable by the Trust to the Council for the year.

**FERNTREE GULLY CEMETERY TRUST
STATEMENT BY THE TRUSTEE**

In the opinion of the Trustee of the Ferntree Gully Cemetery Trust:

- 1 (a) The accompanying financial statements are drawn up so as to give a true and fair view of the results and the state of affairs of the Trust at 30 June 2017; and

(b) At the date of this statement, there are reasonable grounds to believe that the Trust will be able to pay its debts as and when they fall due.

- 2 The financial statements have been prepared in accordance with AASB Accounting Standards.

Dated at Wantirna South this _____ day of _____ 2017

Mayor

Councillor

Councillor

FERNTREE GULLY CEMETERY TRUST

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 DECEMBER 2016

FERNTREE GULLY CEMETERY TRUST
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2016

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FERNTREE GULLY CEMETERY TRUST
COMPREHENSIVE INCOME STATEMENT
FOR THE PERIOD ENDED 31 DECEMBER 2016

	Note	December 2016 \$	June 2016 \$
Income			
Plot sales	1(d)	32,350	101,047
Burial fees	1(d)	29,368	53,294
Monument fees	1(d)	2,022	4,252
Plaque fees	1(d)	12,015	25,375
Investment income	1(d)	13,725	28,954
Total income		<u>89,480</u>	<u>212,922</u>
Expenses			
Management fees		49,690	96,500
Plaques		5,836	16,925
Operating costs	2	90,444	11,782
Utilities	3	237	389
Total expenses		<u>146,207</u>	<u>125,596</u>
Profit/(loss) for the year		<u>(56,727)</u>	<u>87,326</u>
Total comprehensive result		<u>(56,727)</u>	<u>87,326</u>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

BALANCE SHEET

AS AT 31 DECEMBER 2016

	Note	December 2016 \$	June 2016 \$
Assets			
Current assets			
Cash and cash equivalents	1(e),4	146,565	316,126
Trade and other receivables	1(f),5	18,224	7,888
Other financial assets	1(g),6	900,000	800,000
Total current assets		<u>1,064,789</u>	<u>1,124,014</u>
Non-current assets			
Land and improvements	1(h),7	<u>554,721</u>	<u>554,721</u>
Total non-current assets		<u>554,721</u>	<u>554,721</u>
Total assets		<u>1,619,510</u>	<u>1,678,735</u>
Liabilities			
Current liabilities			
Trade and other payables	8	<u>707</u>	<u>3,205</u>
Total current liabilities		<u>707</u>	<u>3,205</u>
Total liabilities		<u>707</u>	<u>3,205</u>
Net assets		<u>1,618,803</u>	<u>1,675,530</u>
Equity			
Accumulated surplus		<u>1,618,803</u>	<u>1,675,530</u>
Total equity		<u>1,618,803</u>	<u>1,675,530</u>

The above balance sheet should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD ENDED 31 DECEMBER 2016

	Accumulated surplus	
	December 2016 \$	June 2016 \$
Balance at beginning of the financial year	1,675,530	1,588,204
Comprehensive result	(56,727)	87,326
Balance at end of the financial year	1,618,803	1,675,530

The above statement of changes in equity should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 31 DECEMBER 2016

	Note	December 2016 Inflows/ (Outflows) \$	June 2016 Inflows/ (Outflows) \$
Cash flows from operating activities			
Receipts			
Plot sales		32,430	100,997
Burial fees		32,305	58,624
Plaque fees		13,216	27,912
Monument fees		2,022	4,252
Interest received		11,193	25,900
Net GST refund		2,079	7,419
		<u>93,245</u>	<u>225,104</u>
Payments			
Payments to suppliers		(162,806)	(134,506)
		<u>(162,806)</u>	<u>(134,506)</u>
Net cash provided by (used in) operating activities	9	<u>(69,561)</u>	<u>90,598</u>
Cash flows from investing activities			
Proceeds from disposal of financial assets		800,000	800,000
Purchase of financial assets		(900,000)	(800,000)
Net cash provided by (used in) investing activities		<u>(100,000)</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents		(169,561)	90,598
Cash and cash equivalents at beginning of financial year		316,126	225,528
Cash and cash equivalents at the end of the financial year		<u>146,565</u>	<u>316,126</u>

The above statement of cash flows should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

Introduction

The Trustee of Ferntree Gully Cemetery is Knox City Council. The sole purpose of the Trust is to administer the Ferntree Gully Cemetery.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The accounts are prepared under the convention of historical cost, and except where stated do not take in to account current valuations of non-current assets.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Going concern

In preparing the financial statements, the Trustees are satisfied that the entity is trading as a going concern. However the Trustees also note that the ability of the entity to continue as a going concern in the long term is uncertain due to the lack of sustainable operating profits or cash flows from core business activities, particularly as all available burial plots and vaults have been sold. The Trustees approved the additional installation of niche walls in 2012-2013 which was completed in the 2013-14 financial year, enhancing the medium term financial viability of the Cemetery.

(c) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(d) Revenue recognition

Income is recognised when the Trust obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Trust, and the amount of the contribution can be measured reliably.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

Note 1 Significant accounting policies (continued)

(e) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less.

(f) Trade and other receivables

Receivables are carried at cost. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(g) Other financial assets

Financial assets including investments such as term deposits are held to maturity and measured at amortised cost.

(h) Land and improvements

The Ferntree Gully Cemetery was extended in 2002 to include land at 2 Clematis Avenue, Ferntree Gully and 8 The Glade, Ferntree Gully. The land was acquired during the 2002 year. The Trustees have determined that it is appropriate to carry the value of the land in the accounts at cost.

(i) Repairs and maintenance

Routine maintenance, repair costs and minor renewal costs are expensed as incurred.

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(k) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2016 reporting period. The Trust has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(l) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest dollar. Figures in the financial statement may not equate due to rounding.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

		December	June
		2016	2016
		\$	\$
Note 2	Operating costs		
	Audit fee	1,480	1,450
	Refund pre-purchased plots	6,645	6,583
	Maintenance	81,878	-
	Other operating costs	441	3,749
		<u>90,444</u>	<u>11,782</u>
Note 3	Utilities		
	Telephone	237	389
		<u>237</u>	<u>389</u>
Note 4	Cash and cash equivalents		
	Cash at Bank	29,061	20,378
	Cash at Call	117,504	295,748
		<u>146,565</u>	<u>316,126</u>
Note 5	Trade and other receivables		
	Plot debtors	725	805
	Accrued interest	8,838	6,306
	Net GST receivable	8,661	777
		<u>18,224</u>	<u>7,888</u>
Note 6	Other financial assets		
	Term deposits	900,000	800,000
		<u>900,000</u>	<u>800,000</u>
Note 7	Land and improvements		
	Land at cost	198,365	198,365
	Improvements	356,356	356,356
		<u>554,721</u>	<u>554,721</u>
Note 8	Trade and other payables		
	Trade payables	707	3,205
		<u>707</u>	<u>3,205</u>

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

		December 2016 \$	June 2016 \$
Note 9	Reconciliation of cash flows from operating activities to profit/(loss)		
	Profit/(loss) for the year	(56,727)	87,326
	Change in assets and liabilities		
	(Increase)/decrease in trade and other receivables	(10,336)	431
	Increase/(decrease) in trade and other payables	(2,498)	2,841
	Net cash provided by/(used in) operating activities	<u>(69,561)</u>	<u>90,598</u>

Note 10 **Commitments**

The Trustee does not have any outstanding commitments in relation to the Ferntree Gully Cemetery.

Note 11 **Number of graves, ashes and interment positions available**

Description	2017 No.	2016 No.
Foothills graves	-	-
Foothills vaults	-	-
Ashes Garden	-	2
Rose garden	-	-
Ashes vaults - double	-	-
Ashes vault - single	-	-
Wall of Remembrance	-	-
Pioneer Beam	-	-
Memorial Rose Garden	-	-
Lawn F	1	1
Church of England Section A	-	-
Church of England Section G	1	-
Methodist Section B	1	1
Presbyterian Section B	-	-
Roman Catholic Section C	1	1
The Grove Niche Walls	145	159
	<u>149</u>	<u>164</u>

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

Note 12 **Related party transactions**

Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

The Councillors of Knox City Council during the year were:

Councillor Karin Orpen

Councillor Adam Gill

Councillor Joe Cossari

Councillor Darren Pearce

Councillor John Mortimore

Councillor Peter Lockwood (Mayor to 11th November 2015)

Councillor Tony Holland (Mayor from 11th November 2015 to current)

Councillor Nicole Seymour

Councillor Lisa Cooper

The Councillors received no remuneration from the Trust in connection with its management.

Other Related Party Disclosures

Knox City Council's Finance department provides ongoing financial advice and accounting services to the Trustees. These services are included in the management fee of \$96,500 payable by the Trust to the Council for the year.

FERNTREE GULLY CEMETERY TRUST

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 MARCH 2017

FERNTREE GULLY CEMETERY TRUST
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2017

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FERNTREE GULLY CEMETERY TRUST
COMPREHENSIVE INCOME STATEMENT
FOR THE PERIOD ENDED 31 MARCH 2017

	Note	March 2017 \$	June 2016 \$
Income			
Plot sales	1(d)	57,250	101,047
Burial fees	1(d)	39,368	53,294
Monument fees	1(d)	3,202	4,252
Plaque fees	1(d)	21,869	25,375
Investment income	1(d)	18,665	28,954
Total income		<u>140,354</u>	<u>212,922</u>
Expenses			
Management fees		74,534	96,500
Plaques		10,717	16,925
Operating costs	2	90,794	11,782
Utilities	3	387	389
Total expenses		<u>176,432</u>	<u>125,596</u>
Profit/(loss) for the year		<u>(36,078)</u>	<u>87,326</u>
Total comprehensive result		<u>(36,078)</u>	<u>87,326</u>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
BALANCE SHEET
AS AT 31 MARCH 2017

	Note	March 2017 \$	June 2016 \$
Assets			
Current assets			
Cash and cash equivalents	1(e),4	1,083,704	316,126
Trade and other receivables	1(f),5	3,016	7,888
Other financial assets	1(g),6	-	800,000
Total current assets		<u>1,086,720</u>	<u>1,124,014</u>
Non-current assets			
Land and improvements	1(h),7	<u>554,721</u>	<u>554,721</u>
Total non-current assets		<u>554,721</u>	<u>554,721</u>
Total assets		<u>1,641,441</u>	<u>1,678,735</u>
Liabilities			
Current liabilities			
Trade and other payables	8	<u>1,989</u>	<u>3,205</u>
Total current liabilities		<u>1,989</u>	<u>3,205</u>
Total liabilities		<u>1,989</u>	<u>3,205</u>
Net assets		<u>1,639,452</u>	<u>1,675,530</u>
Equity			
Accumulated surplus		<u>1,639,452</u>	<u>1,675,530</u>
Total equity		<u>1,639,452</u>	<u>1,675,530</u>

The above balance sheet should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD ENDED 31 MARCH 2017

	Accumulated surplus	
	March 2017 \$	June 2016 \$
Balance at beginning of the financial year	1,675,530	1,588,204
Comprehensive result	(36,078)	87,326
Balance at end of the financial year	1,639,452	1,675,530

The above statement of changes in equity should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 31 MARCH 2017

	Note	March 2017 Inflows/ (Outflows) \$	June 2016 Inflows/ (Outflows) \$
Cash flows from operating activities			
Receipts			
Plot sales		57,330	100,997
Burial fees		43,305	58,624
Plaque fees		24,056	27,912
Monument fees		3,202	4,252
Interest received		23,718	25,900
Net GST refund		10,741	7,419
		<u>162,352</u>	<u>225,104</u>
Payments			
Payments		<u>(194,774)</u>	<u>(134,506)</u>
		<u>(194,774)</u>	<u>(134,506)</u>
Net cash provided by (used in) operating activities	9	<u>(32,422)</u>	<u>90,598</u>
Cash flows from investing activities			
Proceeds from disposal of financial assets		800,000	800,000
Purchase of financial assets		-	(800,000)
Net cash provided by (used in) investing activities		<u>800,000</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents		767,578	90,598
Cash and cash equivalents at beginning of financial year		<u>316,126</u>	<u>225,528</u>
Cash and cash equivalents at the end of the financial year		<u><u>1,083,704</u></u>	<u><u>316,126</u></u>

The above statement of cash flows should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2017

Introduction

The Trustee of Ferntree Gully Cemetery is Knox City Council. The sole purpose of the Trust is to administer the Ferntree Gully Cemetery.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The accounts are prepared under the convention of historical cost, and except where stated do not take in to account current valuations of non-current assets.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Going concern

In preparing the financial statements, the Trustees are satisfied that the entity is trading as a going concern. However the Trustees also note that the ability of the entity to continue as a going concern in the long term is uncertain due to the lack of sustainable operating profits or cash flows from core business activities, particularly as all available burial plots and vaults have been sold. The Trustees approved the additional installation of niche walls in 2012-2013 which was completed in the 2013-14 financial year, enhancing the medium term financial viability of the Cemetery.

(c) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(d) Revenue recognition

Income is recognised when the Trust obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Trust, and the amount of the contribution can be measured reliably.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2017

Note 1 Significant accounting policies (continued)

(e) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less.

(f) Trade and other receivables

Receivables are carried at cost. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(g) Other financial assets

Financial assets including investments such as term deposits are held to maturity and measured at amortised cost.

(h) Land and improvements

The Ferntree Gully Cemetery was extended in 2002 to include land at 2 Clematis Avenue, Ferntree Gully and 8 The Glade, Ferntree Gully. The land was acquired during the 2002 year. The Trustees have determined that it is appropriate to carry the value of the land in the accounts at cost.

(i) Repairs and maintenance

Routine maintenance, repair costs and minor renewal costs are expensed as incurred.

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(k) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2016 reporting period. The Trust has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(l) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest dollar. Figures in the financial statement may not equate due to rounding.

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2017

		March 2017	June 2016
		\$	\$
Note 2	Operating costs		
	Audit fee	1,480	1,450
	Refund pre-purchased plots	6,645	6,583
	Maintenance	81,878	-
	Other operating costs	791	3,749
		<u>90,794</u>	<u>11,782</u>
Note 3	Utilities		
	Telephone	387	389
		<u>387</u>	<u>389</u>
Note 4	Cash and cash equivalents		
	Cash at Bank	29,775	20,378
	Cash at Call	1,053,929	295,748
		<u>1,083,704</u>	<u>316,126</u>
Note 5	Trade and other receivables		
	Plot debtors	725	805
	Accrued interest	1,253	6,306
	Net GST receivable	1,038	777
		<u>3,016</u>	<u>7,888</u>
Note 6	Other financial assets		
	Term deposits	-	800,000
		<u>-</u>	<u>800,000</u>
Note 7	Land and improvements		
	Land at cost	198,365	198,365
	Improvements	356,356	356,356
		<u>554,721</u>	<u>554,721</u>
Note 8	Trade and other payables		
	Trade payables	1,989	3,205
		<u>1,989</u>	<u>3,205</u>

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2017

		March 2017 \$	June 2016 \$
Note 9	Reconciliation of cash flows from operating activities to profit/(loss)		
	Profit/(loss) for the year	(36,078)	87,326
	Change in assets and liabilities		
	(Increase)/decrease in trade and other receivables	4,872	431
	Increase/(decrease) in trade and other payables	(1,216)	2,841
	Net cash provided by/(used in) operating activities	<u>(32,422)</u>	<u>90,598</u>

Note 10 **Commitments**

The Trustee does not have any outstanding commitments in relation to the Ferntree Gully Cemetery.

Note 11 **Number of graves, ashes and interment positions available**

	2017 No.	2016 No.
Description		
Foothills graves	-	-
Foothills vaults	-	-
Ashes Garden	-	2
Rose garden	-	-
Ashes vaults - double	-	-
Ashes vault - single	-	-
Wall of Remembrance	-	-
Pioneer Beam	-	-
Memorial Rose Garden	-	-
Lawn F	1	1
Church of England Section A	-	-
Church of England Section B	-	-
Methodist Section B	1	1
Presbyterian Section B	-	-
Roman Catholic Section C	1	1
The Grove Niche Walls	132	159
	<u>135</u>	<u>164</u>

FERNTREE GULLY CEMETERY TRUST
NOTES TO FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2017

Note 12 **Related party transactions**

Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

The Councillors of Knox City Council during the year were:

Councillor Karin Orpen

Councillor Adam Gill

Councillor Joe Cossari

Councillor Darren Pearce

Councillor John Mortimore

Councillor Peter Lockwood (Mayor to 11th November 2015)

Councillor Tony Holland (Mayor from 11th November 2015 to current)

Councillor Nicole Seymour

Councillor Lisa Cooper

The Councillors received no remuneration from the Trust in connection with its management.

Other Related Party Disclosures

Knox City Council's Finance department provides ongoing financial advice and accounting services to the Trustees. These services are included in the management fee of \$96,500 payable by the Trust to the Council for the year.