CORPORATE & COMMUNITY DEVELOPMENT

ATTACHMENT A

CCD - CEMETERY MANAGEMENT PLAN FOR HISTORIC CEMETERIES

ORDINARY MEETING

28 JULY 2015
CEMETERY MANAGEMENT PLAN

for

HISTORIC CEMETERIES
including
Willow Point Cemetery
Willow Point Road,
Nabiac NSW

CLIENT:
GREAT LAKES COUNCIL
May 2015

Prepared by:
CoAssociates Pty Ltd
This document is a: **Cemetery Management Plan**

and includes the following heritage cemetery:

**Willow Point Cemetery**
Lot 1, DP 668410 Uniting Church, Lot 1 DP 668443 General Cemetery (Trustees)
Lot 1 DP 1054152 Roman Catholic (Trustees), Lot 1 DP 668409 Wesleyan (Trustees)
Lot 1 DP 650654 COE, Lot 7318 (Trustees), DP 1137167 Crown Land
(Willow Point Road) Nabiac NSW 2312; access via Carefree Road, Failford.

This report has been prepared on behalf of the client by:

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The following Council Officers are gratefully acknowledged for their contributions to this report:  
Janet Thompson and Lynda Hepple.  
Additional and supporting information and photographs are included on an attached DVD.

**Indemnifying Statement**
This document is intended to be a “living document” and subject to change over time. Every attempt has been made to provide complete information related to this subject. Documentation has been received and sought from various sources. If further information becomes available that provides additional clarification or requirement of correction then Council is to be notified in the first instance.

This document has been produced for the sole use of the Client as identified on the cover of this document and the regulatory agencies that are directly involved with this project.

Lillian Cullen May 2015

**Photograph 1: Cover: Willow Point Cemetery, monuments: Murray Graves**  
Photographer: L Cullen. February 2014
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Photograph 2: Willow Point Cemetery, monument: Matheson Grave
Photographer: J Thompson. November 2014
1. Introduction and Background

This is a two part document. The first section comprises the framework for a general Heritage Cemetery Management Plan. The second section includes specific heritage cemetery sites located in the Great Lakes Council Local Government Area (LGA).

The Willow Point Cemetery, located at Nabiac, is the first historic cemetery in the Great Lakes Council LGA to be included in the second section of this document: Historic Cemetery Specifics. It is expected, as funding becomes available, that additional cemeteries will be included and this document updated.

Scope: The aim of this cemetery management plan is to provide Council with a strategy to:

- Determine future cemetery maintenance priorities,
- Ensure historic cemeteries are managed in a way which will preserve and enhance their cultural and natural heritage values,
- Formalise the approach to management of historic cemeteries and provide guidance for those undertaking activities in or adjacent to a heritage cemetery,
- Allow for provision of consistent information.

2. Cemetery Management Plan Intent

The primary management intent for this Cemetery Management Plan (CMP) is the ongoing conservation and management of natural communities, ecosystems, natural processes, habitat values, cultural and historic features that are relevant to existing, historic cemeteries.

A cemetery is considered to be historic if it is listed on the Great Lakes Environmental Plan as a heritage item or one that exhibits considerable age, cultural, aesthetic or natural significance. Both the vegetation and grave sites contribute to the cultural significance of a cemetery site.

This plan is intended to guide the management of historic cemeteries, by Great Lakes Council and where possible, include an associated volunteer group: “Friends of the Cemetery”.

3. Plan Review

This Cemetery Management Plan has been commissioned by Great Lakes Council in 2015. It is recommended that this plan be reviewed as minimum every 5 years, or when an historic cemetery is included in Section 2.
4. Relevant regulations and legal matters

Responsibility for the management of heritage cemeteries located on Crown Lands devolved to Great Lakes Council several decades ago, on 1st October 1967, however the will to commit funds and carry out regular works at these sites by Council has really been in more recent years.

The following cemeteries, located within the Great Lakes LGA and listed on the Local Environmental Plan at Schedule 5 Environmental Heritage, are considered to be Heritage Cemeteries:

A. Willow Point Cemetery
B. Angel Close Cemetery
C. Carrington Cemetery, Tahlee Road, Carrington (Not under the management of GL Council) see note 1 below.
D. Bulahdelah General Cemetery, Corner of Markwell and Red Gum Roads and Mahogany Street’s Bulahdelah.
F. Forster General Cemetery, Corner of St Albans Place and Strand Street, Forster.
G. Neranie Head Cemetery, Myall Lakes National Park (off Seal Rocks Road), Neranie Head.
H. Tea Gardens General Cemetery, Yalinbah Street, Tea Gardens.

In respect to A. Above, the Crown Lands Act would apply for the larger section of the Willow Point Cemetery, (as at some point in the 1990’s Pt Lots 6 & 7, for Others & Jews respectively were consolidated and returned to Crown Land ownership, currently identified as Lot 7318, DP 1137167), Angel Close Cemetery is also on crown land.

Where funding permits this management plan will be extended to Private Cemeteries and historic graves.

Note 1. A heritage cemetery of significance, located in the Great Lakes Council LGA, is the Carrington Cemetery, which is not on crown land and is still owned by the AA Company. Council does not at this stage actually have care and control of this cemetery.

Relevant regulations that are to be considered in respect to this section include, but are not limited to: The National Trust of Australia (NSW) Guidelines for Cemetery Conservation, the Local Government Act, NSW Office of Environment & Heritage (OEH), Public Health Act 2010 and Public Health Regulation 2012. The Work, Health & Safety Act also applies.
5. Current management and ongoing responsibility

Great Lakes Council is responsible for the ongoing management of heritage cemeteries within its Local Government Area. The following actions are considered to be desirable in undertaking the management of historic cemeteries:

- Community liaison via a 'Friends of the Cemetery' volunteer group, which is to be established, where possible, to support Council in reducing costs in maintaining and preserving these heritage sites.
- The volunteer group are to be well trained in conservation management so the historic integrity of the cemeteries will be respected and preserved. The group are to familiarise themselves with the National Trust of Australia NSW: National Trust Guidelines for Cemetery Conservation, a copy of which is included on the supporting DVD of this report.
- The Friends of the Cemetery group/s will also provide an added benefit of casual surveillance at these often isolated sites.

6. General maintenance

Great Lakes Council performs the ongoing mowing/slashing of designated areas and vegetation management within its historic cemeteries. In general the following actions are undertaken:

- Asset Protection Zones are maintained around individual or clusters of graves.
- Periodically - at least once per annum, any noxious weeds eg bracken fern is treated by the Noxious Weeds section of Council, at each of the heritage cemetery sites.

7. New works

This section involves general recommendations regarding interpretive and directional signage, identification of boundary edges and desirable type and frequency of access. Only new capital works have been considered in this section.

- An overarching sign describing the cemetery site and a brief history is to be provided at each cemetery.
- Ideally once all relevant historic information is gathered, if that information is of sufficient value, an interpretive sign to be erected which includes section details and a full listing of the known burials contained within the cemetery.
- Directional signage pointing to the next cluster of graves should be provided where applicable to assist visitors to the cemetery.
- Grant funding is to be sourced for the above work.
- Permanent markers should be placed into the boundary corners and where possible perimeter fencing should be constructed to protect the graves within the sites. Variations to the application
of fencing will occur, due to the different needs and aesthetic appearance at each of the heritage cemeteries.

- Grant funding should be sourced for fencing or bollards that are needed to protect the historic graves and monuments.

8. Cultural Heritage Management

This area of the report requires an assessment of the embodied heritage values of each significant cemetery. This is generally undertaken by the production of a NSW State Heritage Inventory form (SHI). For each historic cemetery a SHI form will be completed and included at the relevant section. The Burra Charter provides a best practice standard for managing cultural heritage places in Australia.

The Burra Charter defines the basic principles and procedures to be followed in the conservation of Australian heritage places. The Burra Charter involves the process of review for the ‘aesthetic, historic, scientific or social values to present and future generations’ and divides those into eight separate criteria. The inclusion of the criteria and consequent assessment demonstrates that cultural heritage significance or values have been satisfied under the NSW Heritage Act 1977. The NSW heritage assessment criteria encompass the four values in the Australia ICOMOS Burra Charter, which are commonly accepted as generic values by Australian heritage agencies and professional consultants:

- historical significance
- aesthetic significance
- scientific significance
- social significance

The values are expressed as criteria in a more detailed form than this to:

- maintain consistency with the criteria of other Australian heritage agencies;
- minimise ambiguity during the assessment process;
- and avoid the legal misinterpretation of the completed assessments of listed items.

An item will be considered to be of heritage significance if, in the opinion of the Heritage Council of NSW it meets two or more of the following criteria:

**Criterion (a)**

An item is important in the course, or pattern, of NSW’s cultural or natural history (or the cultural or natural history of the local area);

**Criterion (b)**

An item has strong or special association with the life or works of a person, or group of persons, of
Cemetery Management Plan

importance in NSW’s cultural or natural history (or the cultural or natural history of the local area);

Criterion (c)
An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW (or the local area);

Criterion (d)
An item has strong or special association with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons;

Criterion (e)
An item has potential to yield information that will contribute to an understanding of NSW’s cultural or natural history (or the cultural or natural history of the local area);

Criterion (f)
An item possesses uncommon, rare or endangered aspects of NSW’s cultural or natural history (or the cultural or natural history of the local area);

Criterion (g)
An item is important in demonstrating the principal characteristics of a class of NSW’s
• cultural or natural places; or
• cultural or natural environments.¹

In many cases, items of environmental heritage will be significant under only one or two criteria. Cemetery assessments generally involve (a), (b) & (c) above and can include an assessment of integrity.

9. Cemetery records

Cemetery records can vary from oral histories through to physical surveys and photographic evidence.

The records relating to a cemetery are essential to the story it tells, and are to be conserved along with the site. This applies to church burial records, and even more to any landscape or grave site plans which are found. The minute books or financial records of trustees or the local church council may have information about drainage or fencing works, and this may be important for various

¹ NSW Office of Environment & Heritage; Assessing Heritage Significance, Heritage Publication series
reasons: for assessing the item’s significance, for understanding deterioration, and for planning repairs.

In many such cases, however, relevant records are held by family history groups; local libraries, archives or historical societies; the Society of Australian Genealogists; State Archives; or the State Library of NSW. In some instances the records of a local firm of undertakers may have details which are not available elsewhere. Local church registers may give information. These do not always list the place of burial, but in many such cases this is available from Death Certificates.

Information on family cemeteries and lone graves may sometimes be available from the relevant station journal or diary.

Pictorial records may also be extremely important, especially for dating and evaluating landscape elements like plantings and structures. Privately held photos are in many cases invaluable, especially if their date is known; public appeals to locate such items are often very rewarding.

Cemetery records may be held by the local historical society or by the Royal Australian Historical Society; website: [www.rahs.org.au](http://www.rahs.org.au).

Transcribed names and dates from tombstones, and sometimes full monumental inscriptions, may be held by local family history groups or by the Society of Australian Genealogists; website: [www.sag.org.au](http://www.sag.org.au), or the Australian Cemeteries Index website: [http://austcemindex.com/](http://austcemindex.com/). These websites may be especially valuable where the inscription has become harder to read since the transcription was copied.

Great Lakes Council will include a copy of this document on ECM, Council's records management system. Copies of this document will also be included at the Great Lakes Council Library and the Foster/ Tuncurry Historical Society.

10. Funding

This section outlines possible sources of funding that can be utilised when undertaking physical works or possibly documentation processes when updating this document. Eligibility for works should be checked and inquiries made with each funding body before assuming that funding will be made for projects.


For many years a major source of grants has been the NSW Heritage Office, now the NSW GOVERNMENT, Office of Environment and Heritage. Their current grants availability and policies can be found under “FUNDING” at: [www.environment.nsw.gov.au/Heritage/funding/index.htm](http://www.environment.nsw.gov.au/Heritage/funding/index.htm)

other Funding Websites”, etc., at: [www.communitybuilders.nsw.gov.au/building-your-resources/building-resources](http://www.communitybuilders.nsw.gov.au/building-your-resources/building-resources)

Some funding is available from NSW Department of Primary Industries at www.dpi.nsw.gov.au, for matters such as control of noxious weeds. The information is hard to find; try the alphabetical index under “G” for Grants. Actual web address: http://search.business.nsw.gov.au/s/search.html?collection=dpi&query=grants
The Commonwealth has a single website which tries to cover all national funding. This is the Grants LINK site at www.business.gov.au/grants-and-assistance/grant-finder/Pages/default.aspx
Another Commonwealth site is that of the Department of the Environment, Water, Heritage and the Arts. Grant information can be found under GRANTS AND FUNDING at www.environment.gov.au/about-us/grants-funding

11. Cemetery Maintenance and works

Great Lakes Council are responsible for the ongoing management heritage cemeteries that are within their control. The following actions are undertaken:

- Council's outdoor cemetery team to carry out maintenance work at least 3 times per annum.
- Noxious Weeds section to visit the sites once per annum to treat any weed infestations.
- Future: a volunteer group inducted and supervised by Council's Community Liaison Officer is to be established - to continue with a maintenance regime which will alleviate the need for the Cemetery Team to visit the site.
- It would be prudent to have Council staff check the site twice per annum, to ensure that the works carried out by the volunteer group is both appropriate and respectful of the historic nature of the site.
- The 'Friends of the Cemetery' group are to be trained in conservation values and management, so the historic integrity of the cemeteries will be preserved and protected. This is to be undertaken as a minimum by issuing the persons/ group with the National Trust of Australia Cemetery Guidelines.
- The 'Friends of the Cemetery' group/s will provide the added benefit of casual surveillance at these often isolated sites.
- For monument stabilisation and conservation processes refer to the National Trust of Australia NSW Cemeteries Guidelines. This document is included on the attached CD/DVD.
- Missing structures are to be reinstated and additional structures such as information shelters, respite seating etc, are to be included as funding and donations permit. These items:
  - Enhance the amenity of the cemetery for volunteers and visitors,
  - Allow for information to be included that will give a better understanding of the place.
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- Facilitate the conservation of the place,
- Provide security through activity.

12. Proposed general policies

This section covers events such as vandalism, graffiti, theft, deterioration of headstones, physical structures, natural disasters & bushfire and types of fencing that apply to the cemetery sites.

- Should vandalism occur: two Council Officers are to attend the site to take photographs of the damage/vandalism. It is noted that vandalism of Graves and Monuments is a criminal offence and the Police are to be notified in this instance.
- If the vandalism is graffiti only, then Council's **Graffiti Buster** should be contacted to attend the site. Council's **Graffiti Buster** is to familiarise himself with the conservation policies included in the National Trust of Australia NSW Cemeteries Guidelines.
- Council may consider issuing a media release about the event, this would be at the discretion of Council.
- The site is to be secured and made safe where necessary.
- Signage: interpretive signage identifying the historic significance of the cemetery and directional signage is to be installed where required. Information can include conservation intentions and historic information.
- Signage is to include asking visitors to report any evidence of vandalism or interference with the site to Council.
- Council to decide the extent and if any repair work will be carried out.
- Professional advice is to be sought for repair works if considered necessary.
- Noxious weeds are to be treated annually to protect any endemic species.
- Routine maintenance at the site is to provide Asset Protection Zone (APZ) breaks around existing structures ie graves, signage, seats and fences.
- In the event of a fire at the cemetery site, a site visit to assess the damage is to be undertaken with fire professionals such as the NSW Rural Fire Service.
- Likewise should a site be flooded, an inspection by at least two Council officers is to occur.
- Grant funding is to be investigated and sought for the repairs.
- Council funds are to be identified for repair / conservation work as a contingency.

Boundary fences are to define and protect sites, where necessary. Old gates and fences are an important part of a cemetery’s history and are to be retained for as long as possible. Cemetery fences and gates have a significance beyond their utilitarian aspect and should not be removed or prematurely replaced, especially if they are contemporary with the establishment of the cemetery. Where current fences are to be replaced for reasons of security or public safety, consideration should be given to replacing them with one following
the original form. It is important that new fences do not detract from the design and ambience of adjacent graves.

- Respite seats and information shelters are recommended for inclusion on the sites.

13. Access and Monitoring

This section outlines Council's intentions regarding visitation of cemetery sites, public access, and observation/monitoring of sites.

- It is envisaged that visitation and access within the sites is to be by pedestrians only.
- Due to the isolated and natural condition of the sites, it will be very difficult if not impossible to provide access for persons with a physical disability, as the ground is often too uneven, with the exception of Angel Close Cemetery, which has a pedestrian path.
- Accessible pathways may be able to be provided in the future if grant funding becomes available.
- Council staff are to attend the isolated sites in the northern region twice per annum and in the southern region, if appropriate the Tea Gardens Depot Co-ordinator should attend the Carrington Cemetery site, as a means of monitoring these cemeteries beyond what the volunteer groups, other interested parties and visitors might provide.
- Any Council managed roads leading to the heritage cemeteries, are to be maintained to a standard that enables access to the entry of the cemetery by 2wd car.
- Buses and the like may be able to visit the heritage cemeteries if access roads are improved/ upgraded to the appropriate standard in the future.
- Rubbish receptacles are to be provided if needed.


Photograph 3: Willow Point Cemetery, monument: Caroline Spooner
Photographer: L Hepple. November 2014
14. Definition of Terms (Glossary)

The following definitions are used in this document and are consistent with cultural heritage management of historic cemeteries.

**Allotment**: Term for an unused grave, or a site for ashes interment.

**Axial**: A layout, plan or design with an axis of symmetry.

**Burial**: Placing a casket or coffin into an earth grave (also called interment).

**Cemetery**: A place where the dead are buried/interred.

**Cemetery Management Plan**: (this plan) A document setting out what is significant in a place and, therefore, what policies are appropriate to enable that significance to be retained in its future use, maintenance and development.

**Columbarium**: A building with tiers of niches used for the reception of cremation urns. Can also be a free-standing wall in a cemetery with niches and plaques for placement of ashes.

**Consecrated**: Dedicated for a religious purpose.

**Consecration**: Formal blessing of a cemetery area (etc), eg by a bishop.

**Conservation**: All the processes of looking after a place so as to retain its 'cultural significance'. This includes maintenance and may, according to circumstance, include 'preservation', 'restoration', 'reconstruction' and 'adaptation'. It will often mean a combination of more than one of these.

**Continuing Use of Graves**: Continued use of graves by family members. It can include graves in cemeteries as well as private or family burial sites.

**Cramp**: Metal strap used to hold stones together, eg in grave kerbing.

**Crematorium**: A building in which corpses are cremated.

**Crypt**: A chamber or vault under a church used as a burial place, often for multiple interments.

**Cultural Significance**: Aesthetic, historic, scientific or social value for past, present and future generations.

**Dedication**: Formal assignment for a particular purpose, eg allocation of land for a cemetery by the Minister for Lands.

**Denomination**: Church or religious group.

**Desk**: A block of stone or concrete with a sloping front face.

**Fabric**: All the physical material of a place.

**Floor**: A cement or concrete infill laid on the ground within grave kerbing.

**Footstone**: Small slab of stone placed at the foot of a grave, often with initials.
Gardenesque: A landscape design style characterised by garden-like open spaces and often ‘curvilinear’ paths and plantings.

Grave: The site in the cemetery where the coffin/casket containing the deceased will be or has been placed.

Grave Furniture: Ornamental items that are supplementary to the principal memorial on grave plots such as urns, vases and grave surrounds.

Grave Infill: The covering to the earth within grave kerbing. Frequently cement screed with rock chips or tiling.

Grave Marker: Any object used to mark a grave site such as plaques, signs, rocks, timber crosses and monuments.

Headstone: A marker that lies at the head of the grave that names the person/people interred in the allotment/grave.

Immortelles: Funerary ornaments, usually in the form of a floral wreath or posy, made of ceramic and metal. Sometimes protected by glass.

Kerb / Kerbing: The stone or concrete surround enclosing a burial allotment.

Ledger / Ledger Slab: A rigid solid covering generally of stone lying either on top or within the monument kerbing.

Maintenance: The continuous protective care of the fabric and setting, and is to be distinguished from repair. Repair involves restoration or reconstruction.

Mausoleum: An above ground building built to entomb coffins, caskets or cremated remains.

Memorial Garden: An area within a cemetery or crematorium consisting of landscape features, walls, pathways, decorative gardens, etc, for the interment and/or memorialisation of cremated remains.

Monument: A marker that lies on or beside a grave that names the occupant/s of the grave.

Mortise: The slot in the top of a plinth (base stone) into which the headstone tenon fits.

Name Splay: Beveled area on the front kerb of a grave, to take a name or nickname, eg “DAD”.

Niche: A space in a columbarium, mausoleum or niche wall to hold an urn.

Plaque: An inscribed metal plate attached to a burial monument. See also Tablet.

Preservation: Maintaining the fabric of a place in its existing state and retarding deterioration.

Reconstruction: returning a place to a known earlier state and is distinguished from restoration by the introduction of new material into the fabric.

Restoration: Returning the existing ‘fabric’ of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.

Stele (plural Stelae): A vertical slab marker, eg typical headstone.

Tablet: A thin stone slab attached to a monument, typically with memorial inscription.
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Tenon: The tongue on the bottom of a headstone, to fit into the mortise (slot) in the base.

Transcription: A written record of all or part of the inscription on a monument, or a collection of such records for a whole cemetery.

Urnstem: A container for holding the cremated remains (ashes) of the deceased.

Vault: A small building or chamber for burial, usually partly or wholly underground.  

Photograph 4: Willow Point Cemetery, monument: Walter Everingham Grave Grave
Photographer: J Thompson.

Photograph 5: Willow Point Cemetery, monument: Walter Everingham Grave detail
Photographer: J Thompson.

3 Excerpts from the National Trust of Australia Cemetery Guidelines
SECTION 2: HISTORIC CEMETERY SPECIFICS:
Willow Point Cemetery

15. Location

Willow Point Cemetery includes the following property information:
Lot 1, DP 668410 Uniting Church, Lot 1 DP 668443 General Cemetery (Trustees)
Lot 1 DP 1054152 Roman Catholic (Trustees), Lot 1 DP 668409 Wesleyan (Trustees)
Lot 1 DP 650654 COE, Lot 7318 (Trustees), DP 1137167 Crown Land

Willow point is located at:
(Willow Point Road) Nabiac NSW 2312; access via Carefree Road, Failford.

16. History & Heritage

The following is an extract from “The History of Nabiac and District” by L. A. Gilbert:

On 17th. March, 1876, a General Cemetery was dedicated at Willow Point, Nabiac, within a larger area notified on 3rd. October, 1883 “for wharf and other public purposes.” This ground was used for many years and was known locally as “The Sand” on account of the soil type in this area. Despite the date of dedication, this cemetery contains the third oldest stone so far found - that of Fanny McCay (sic) 4/7/1873, 23 years.

All graves face approximately East.
Many pioneering families are interned at this site including: Pacey, Sturdy, Ryan, Dunn, Always, Mead, Cook, Carmichael, Riley & Spooner.

Funerals were conveyed to Willow Point by boat from the Bullock Wharf, or through the heathland, before dedication of the Failford Cemetery.

Other headstones of pioneers and their relatives are still to be seen:
- George Hardy 27/1/1902, 38 years;
- Henry Beisler 29/2/1888, 54 years;
- George Greenaway 30/4/1891, 76 years;
- Charlotte Greenaway 7/8/1891, 79 years;
- Caroline Spooner 23/11/1883, 46 years;
- Owen Matheson 17/9/1894, 65 years;
- Joseph Matheson 14/1/1897, 23 years;
- James Robert Nixon 4/11/1883, 52 years;
- Walter James Everingham 10/7/1908, 171/2 years;
- Walter Frederick Brown 21/11/1913, 2 years 11 months;
- Veitch Murray 1/8/1885, 17 years;
- Robert Murray 26/9/1903, 67 years;
- Lily Reid Breckenridge 12/2/1889, 81/2 years;
- Thomas Hill 14/11/1896, 81 years;
- Elizabeth Hill 5/7/1894, 81 years.

Many other people were buried at Willow Point also, among them members of the following families: Pacey, Sturdy, Ryan, Dunn, Alway, Mead, Cook, Carmichael, and Riley. William McClymont is also said to have been buried there. Funerals were conveyed to Willow Point by boat from the Bullock Wharf, or sometimes the winding road through the heathland was used.

As settlement spread away from the river, this cemetery became inconvenient, and a new cemetery was dedicated on 9th June 1897 at the road intersection between Nabiac and Failford.\(^4\)

**Statement of Significance:**
The Willow Point Cemetery is historical significant as the first cemetery in the Wallamba Valley. It serviced the area at least from 1873 and probably from the 1860s but fell from use as other cemeteries were opened in the general area. It is set in an appealing but lonely part of the Wallamba River where its previous access by river can be understood.\(^5\)

**Heritage Status:**
The Willow Point Cemetery is recognised for its cultural heritage values and is to be included on the NSW State Heritage Register as a *local heritage item*. The local significance of the cemetery is also acknowledged with recommendation (March 2014) for its inclusion on the Great Lakes Council Council Local Environment Plan Heritage Schedule 5.

\(^4\) “The History of Nabiac and District” by L. A. Gilbert pages 68-71
\(^5\) Garry Smith SHI inventory form refer to Appendix 1
17. Title and Ownership of the site

The following gives the title registration and ownership details of the various portions of the cemetery.
Lot 1, DP 668410 Uniting Church, Lot 1 DP 668443 General Cemetery (Trustees)
Lot 1 DP 1054152 Roman Catholic (Trustees), Lot 1 DP 668409 Wesleyan (Trustees)
Lot 1 DP 650654 COE, Lot 7318 (Trustees), DP 1137167 Crown Land
Willow Point Road, Nabiac NSW 2312

Great Lakes Council Officers have extensively researched this information and provided a site survey and site identification information. This information is extensive and would make this document unwieldy, to that end a summary of that information follows and documentation is included on the attached DVD.

Image 7: Title search information
Source: Land and Property Management Authority

Due to the lack of clarity it is recommended that this document be viewed from the attached DVD.
18. Description of the site & access

This section includes a general description of the vegetation and soil type at the site. Council have not undertaken specific soil studies or analysis of the site.

The cemetery is locally known as “The Sand”, on account of the soil type in this area. It is considered that the general soil description would be of an acid sulphide type. The site is vegetated with bracken and tree fern and native ground covers. A canopy of native trees provides a shady undergrowth.

This is a large site that appears to be very spread out, with headstones still erect, scattered throughout the site. Access is poor, vehicular access is limited, with 4WD only. Site can be accessed by boat on the Wallamba River. Remains of timber grave rails are scattered throughout the site.6

Site Access

It is noted that access to the Cemetery is recommended for four wheel drive vehicles only.

From the Pacific Highway, 4km north of Nabiac or less than 1km south of Failford Road on the eastern side of the highway, turn into Carefree Road. After 1.2km you will reach Archery Road, continue over Archery Road approximately 1km to the fork, turn left into Willow Point Road finger board sign provided from where it is almost 1.3km to a track where you turn right to the cemetery.

19. Access map

![Access Map](image-url)

Overall Location Map 8: Willow Point Cemetery, Source: L Hepple. Great Lakes Council 2015

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6 Jason Nicholson 4/8/2005
20. Cemetery Survey & Grave Site Location

Map 9: Willow Point Cemetery,
Source: Surveyors Lidbury, Summers and Whiteman; via L Hepple. Great Lakes Council 2015
Map 10: Willow Point Cemetery, with grave locations indicated
Source: Surveyors Lidbury, Summers and Whiteman; via L Hepple. Great Lakes Council 2015
21. List of graves and monuments

Inscriptions
The number of inscriptions for this cemetery is 16.
The number of inscriptions with headstone image(s) is 25.

Most Common Surnames
Murray 2  Hill 2  Greenaway 2  McCay 1  Hardy 1  Brown 1  Spooner 1
Beisler 1  Nixon 1  Brekenridge 1  Everingham 1  Matheson 2

22. Maintenance and works

This section lists specific actions and ongoing works carried out by current Council work crews.

- Attendance at Willow Point heritage cemetery is currently twice per every six months or at least three times per annum (as a minimum) depending on weather conditions and therefore access.
- The areas surrounding monuments (but not at the base of the monument stones or grave surrounds) are 'whipper snipped' initially and a ride-on mower and rakes used where necessary. Other than an annual treatment (see below), no poisons are used around the monuments or graves.
- Annually - weeds, predominantly bracken fern, are treated by the Noxious Weeds section of Council. This practise is to be extended to other areas of the cemetery (such as the Catholic section) that have been identified through recent surveys and not treated previously.
- Tree Management - inspections undertaken by Council's Tree Management Officer occur twice per annum which is prudent, for minimising risk to both monuments/graves and visitors to the site.

Fire Management

- Annually assess fuel loads and vegetation growth.
- Undertake fire exclusion zones around all graves and significant habitat trees.
- Fire break width to be 5 metres.

---

7 Information gained from The Australian Cemeteries Index website and updated information provided by Wallamba Historical Society and Great Lakes Council Officers
23. Interpretation and signage

This section is aligned to new works at the Cemetery and recommendations are made regarding specific interpretive and directional signage and identification of Willow Point Cemetery boundaries.

- Original signs, section markers etc. were often carefully designed and executed to fit the concept and character of an older cemetery, and should be conserved and retained wherever practicable.

- Before relocating or replacing signs and markers, thought is to be given as to how they can be replaced in original style.

- If additional, historic information is to be included, that information must be first checked for its accuracy by the Friends of Willow Point Cemetery and/or the local Historical Society.

24. Physical structures and fencing

It is important that the existing structures at the cemetery be preserved for as long as possible and only be updated where necessary for security or when deteriorated.

- Two slip rail gates have been installed at the cemetery to limit the amount of 4 wheel drive vehicles entering the cemetery grounds.

- Former fencing relics at the side indicate that either the cemetery or some graves were enclosed with post & rail fencing. Reinstatement of boundary fences in this style is preferred. Fencing off groups of remaining or evident graves should only occur where funding cannot be gained for the boundary perimeter and only after an assessment has been made to identify unmarked graves.

- One Council sign is currently in place - see image following. This sign could have additional information included that provides some historical context and a map of grave areas and sites. Alternately a QR scanning code could be added to the sign to give the additional information.

- Missing structures at the cemetery and grounds are to be reinstated (where known) and additional structures such as an information shelters, respite seating etc. Are to be included as funding and donations permit. These items:
  - Enhance the amenity of the cemetery for volunteers and visitors,
  - Allow for information to be included that will give a better understanding of the place,
  - Facilitate the conservation of the place,
  - Provide security through activity.
Photograph 11: Willow Point Heritage Cemetery: Signage
Photographer: L Cullen. November 2014

Photograph 12: Remnant Fencing style
Photographer: G. Smith. 2003

Photograph 13: Remnant Fencing
Photographer: L Cullen. November 2014

Photograph 14: Unknown Grave
Photographer: L Hepple. November 2014
25. Formation of a Friends of Willow Point cemetery group

For this section it is recommended that the National Trust publication: “Guidelines for Cemetery Conservation” Part Four: Appendices, Appendix 7: Organising a friends group be utilised. A copy of this document is included on the attached DVD. Where possible, a Friends of the Cemetery group shall be established and supported by Council. It is recommended that the following actions table be addressed in the establishment and ongoing activity of a Friends of Willow Point Cemetery group.

**ACTIONS TABLE**

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsibility</th>
<th>Action completed by Date/ comments</th>
<th>Commenced/ Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of a “Friends of Willow Point Cemetery” group (FWP) in accordance with the recommendations made by the National Trust of Australia</td>
<td>GLC</td>
<td>Within 12 months of Cemetery Management Plan being adopted</td>
<td></td>
</tr>
<tr>
<td>Education processes and provision of information such as this document (Cemetery Management Plan) and National Trust Cemetery Conservation guidelines</td>
<td>GLC/ FWP</td>
<td>Within 3 months of establishment</td>
<td></td>
</tr>
<tr>
<td>Australian Cemeteries Index updating of information</td>
<td>FWP</td>
<td>Within 6 months of establishment</td>
<td></td>
</tr>
<tr>
<td>Seek funding for upgrading of information and directional signage, facilities and fencing at the cemetery site</td>
<td>GLC</td>
<td>As above</td>
<td></td>
</tr>
<tr>
<td>Boundary fencing (preferable) or Grave groups fencing, to protect historical burial areas and unmarked graves</td>
<td>GLC</td>
<td>Within 2 years of Cemetery Management Plan being adopted and/or after action being completed by FWP below</td>
<td></td>
</tr>
<tr>
<td>Survey of site vegetation and recording/ sighting of significant plantings and fauna</td>
<td>FWP when established</td>
<td>Within 12 months of establishment to allow for above action to be carried out by Council</td>
<td></td>
</tr>
<tr>
<td>Survey of existing monuments &amp; graves, locating unmarked graves and providing GPS coordinates of grave locations</td>
<td>FWP</td>
<td>Within 2 years of establishment</td>
<td></td>
</tr>
</tbody>
</table>
26. Information source documents (contained on the attached DVD)

- Willow Point Cemetery; Summary of listing information including a “Lot and DP” map of the Cemetery area. By Jason Nicholson, 4/8/2005


- Willow Point Cemetery; email from Geoff & Betty Chapman (ankana21@internode.on.net) to Lynda Hepple. 15/12/2014 Email subject is in respect to Chapman family at Willow Point Cemetery.

- Re-Willow Point Cemetery: 2 print pages with headings: George Greenaway 1813-1891 and Charlotte Blackbourn 1811-1891. 2 pages of research forms for: William Hector Williams aka Hector and George Greenaway aka “Jupiter”. 2 pages of NSW Death Certificates: Charlotte Greenaway and George Greenaway. All documents provided by Michele Lea (655 43064)

- Email from Clare Woods to Lynda Hepple, 23/12/2014. Note in respect to “the pristly’s buried (at Willow Point Cemetery) there.”

- Email from Clare Woods to Lynda Hepple, 4/12/2014. Note in respect to Jim Fetcher having information on Willow Point Cemetery.

- Email from Kelvin Lewis Dagg to Lynda Hepple, 13/1/2015. Note in respect to the PRIESTLY family at Willow Point Cemetery.

- Letter to Lynda from Kel Dagg (19/Jan 2015) together with 2 death certificates, 3 pages titled: “Descendants of George (1) PRIESTLEY”, Descendants of Charles Nixon PRIESTLEY, Descendants of Charles Edward (Ted) PRIESTLY and a single page document:”City of Lincoln and County thereof.... Upon the Complaint of the Churchwardens and Overseers.....”

- From Ron Deans (Old Bar 2430) undated: Map as first page, of the locality of Willow Point Cemetery and adjacent areas, next page is typed up “Death Registered in New South Wales, Australia” “Thomas Cocking (12) (Death)” with overmarks. 3rd page is actual Death Certificate in NSW of: Thomas Cocking.

- Typed 4 pages, titled: “Cemeteries” with page numbers: 90-92 inclusive. No author, date or origin information.


- Great Lakes Council, Lot map of Willow Point Cemetery. (Black and white)

- Great Lakes Council, Lot map of Willow Point Cemetery and adjoining lots. 3 pages at differing scales and all coloured.

- Pegout Survey Report, Lidbury, Summers & Whiteman. 2 pages; Covering note and sketch plan. 21/2/2011
Photocopy of Survey plan, gazetted date: 15th September/75 (Assumed at 1875). Title: PLAN of 7 portions of land, Parish of TUNCURRY, COUNTY OF GLOUCESTER. Scale 20 chains to an inch.


8 Research results with “Land and Property Information New South Wales - Title Search”

- Lot 1 Willow Point Road, FAILFORD NSW 2430, Lot 1 DP 668409
- Lot 1 Willow Point Road, FAILFORD NSW 2430, Lot 1 P 650654
- 1 Willow Point Road, FAILFORD NSW 2430, 1 DP 668443
- 1 Willow Point Road, FAILFORD NSW 2430, (Property Owner name list only)
- Lot 1 Willow Point Road, FAILFORD NSW 2430, Lot 1 DP 668410
- Lot 7318 Willow Point Road, FAILFORD NSW 2430, Lot 7318 DP 1137167
- Lot 1 Willow Point Road, FAILFORD NSW 2430, Lot 1 DP 1054152, RES 1000705
- Lot 1 Willow Point Road, FAILFORD NSW 2430, (Property Owner name list only)

G:\Commserv\Willow Pt Cemetery. List of 13 “Eastings” and “Northings”. No source information.

Great Lakes Council Media Release, December 2014. 3 documents:
1) Media Release: Local knowledge sought on historic cemetery; 1st December 2014,
2) “Extra” December 4: Local knowledge sought on historic cemetery,
3) Port Stephens Examiner: Willow Point Cemetery heritage mystery; December 11, 2014.
27. Bibliography


NSW Heritage Manual, Heritage Office and Department of Urban Affairs and Planning, 1996


“The History of Nabiac and District” by L. A. Gilbert pages 68-71

Survey information provided by Lidbury, Summers and Whiteman, 3 Wharf Street, Forster NSW

Australian Cemeteries Index: http://austcemindex.com/

Land and Property Management Authority, Crown Lands Division, 98 Victoria Street, Taree NSW

Manning Wallamba Historical Society: Cemetery Transcripts and Burial Records: Willow Point Cemetery

## 28. APPENDIX 1: Heritage Inventory

<table>
<thead>
<tr>
<th>ITEM DETAILS</th>
</tr>
</thead>
</table>
| **Name of Item** | Willow Point Cemetery  
LEP item 85, Na43, LBX44 - 52, GSCD StrtNab 8-15 |
<p>| <strong>Other Name/s</strong> |  |
| <strong>Former Name/s</strong> |  |
| <strong>Item type</strong> | Archaeological |
| <strong>(if known)</strong> |  |
| <strong>Item group</strong> | Cemeteries and burial sites |
| <strong>(if known)</strong> |  |
| <strong>Item category</strong> | Cemetery |
| <strong>(if known)</strong> |  |
| <strong>Area, Group, or Collection Name</strong> |  |
| <strong>Street number</strong> | NA |
| <strong>Street name</strong> | Accessible via Carefree Road from the Pacific Highway or via Willow Point Road, through private property, from Failford. |
| <strong>Suburb/town</strong> | Failford | <strong>Postcode</strong> | 2312 or 2430 |
| <strong>Local Government Area/s</strong> | Great Lakes Council |
| <strong>Property description</strong> | Lot 1 DP 668409, Lot 1 DP650654, Lot 1 DP668443, Lot 1 DP 668410 &amp; Lot 7042 DP 1032369 |</p>
<table>
<thead>
<tr>
<th>Location - Lat/long</th>
<th>Latitude</th>
<th>Longitude</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location - AMG (if no street address)</td>
<td>Zone</td>
<td>Easting</td>
</tr>
<tr>
<td></td>
<td>Nabiac 9333-1-N</td>
<td>445200</td>
</tr>
<tr>
<td>Owner</td>
<td>Private but accessible to public</td>
<td></td>
</tr>
<tr>
<td>Current use</td>
<td>Abandoned</td>
<td></td>
</tr>
<tr>
<td>Former Use</td>
<td>Cemetery</td>
<td></td>
</tr>
<tr>
<td>Statement of significance</td>
<td>The Willow Point Cemetery is historical significant as the first cemetery in the Wallamba Valley. It service the area at least from 1873 and probably from the 1860s but fell from use as other cemeteries were opened in the general area. It is set in an appealing but lonely part of the Wallamba River where its previous access by river can be understood.</td>
<td></td>
</tr>
<tr>
<td>Level of Significance</td>
<td>State no</td>
<td>Local yes</td>
</tr>
<tr>
<td>Description</td>
<td>Not known</td>
<td></td>
</tr>
<tr>
<td>Designer</td>
<td>Not known</td>
<td></td>
</tr>
<tr>
<td>Builder/ maker</td>
<td>Not known</td>
<td></td>
</tr>
<tr>
<td>Physical Description</td>
<td>Abandoned cemetery on the northern bank of the Wallamba River at Willow Point approximately two hectares in area. The area is level ground with sandy alluvial soil. The vegetation is best described as open native forest and consists of a mixture of native trees, shrubs and grasses. It has the appearance of not having been fully cleared. No symbolic plantings were noted and serious weed species were absent. The absence of exotic plantings is unusual and it appears that the natural bushland setting was considered to</td>
<td></td>
</tr>
</tbody>
</table>
be a suitable setting. The area was once fully fenced with post and rail fencing, remnants of which can be seen lying on the ground at various points. The area has been subject to bushfires.

**Physical condition and Archaeological potential**

Generally poor if compared to a current cemetery. Headstones are in varying condition, much graves and fencing has been lost. Regrowth trees and shrubs are regrowing in graves. However, the absence of serious weed infestation, eg lantana, means that the condition is reasonable considering that it is abandoned.

<table>
<thead>
<tr>
<th>Construction years</th>
<th>Start year</th>
<th>Finish year</th>
<th>Circa</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Possibly c.1873</td>
<td>Possibly c.1913</td>
<td></td>
</tr>
</tbody>
</table>

**Modifications and dates**

See historical notes

**Further comments**

### HISTORY

**Historical notes**

The earliest grave noted is that of Fanny McCay, 4 July 1873. The latest grave noted was that of Walter Frederick Brown, the son of A & W Brown, 2 years 11 months, 21 November 1913.

The Willow Point cemetery was difficult to access and was reached mainly by river, with funerals departing from Bullock Wharf. It appears to have closed about 1913 in favour of the Failford Cemetery, which was easily reached by road.

No evidence of the cemetery wharf remains but water of sufficient depth adjoins the cemetery.

### THEMES

**National historical theme**

Marking the phases of life

**State historical theme**

Birth and death
### APPLICATION OF CRITERIA

<table>
<thead>
<tr>
<th>Historical significance</th>
<th>The Willow Point Cemetery is historical significant as the first cemetery in the Wallamba Valley. It service the area at least from 1873 and probably from the 1860s but fell from use as other cemeteries were opened in the general area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historical association</td>
<td>No specific historical association is claimed but requires investigation.</td>
</tr>
<tr>
<td>Aesthetic significance</td>
<td>The cemetery is located in an appealing but lonely setting on the bank of the Wallamba River. The natural bushland setting without exotic plantings is unusual and adds a quality not normally associated with cemeteries.</td>
</tr>
<tr>
<td>Social significance</td>
<td>No social significance is attributed to the cemetery other than that normally associated with such sites.</td>
</tr>
<tr>
<td>Technical/Research significance</td>
<td>The Willow Point Cemetery needs full evaluation in regard to its history and setting.</td>
</tr>
<tr>
<td>Rarity</td>
<td>Willow Point Cemetery is rare in regard to its reliance of the natural setting (no exotic plantings) and its use of water transport.</td>
</tr>
<tr>
<td>Representativeness</td>
<td>Willow point Cemetery is not representative of the typical landscaped cemetery. However, comparative assessment may show that it is representative of less common cemeteries in more natural or bushland settings.</td>
</tr>
<tr>
<td>Integrity</td>
<td>Integrity is not high if considered as an operating cemetery but is very high if considered as an archaeological site because it has suffered little intrusion since being abandoned about 1913.</td>
</tr>
</tbody>
</table>

### HERITAGE LISTINGS

<table>
<thead>
<tr>
<th>Heritage listing/s</th>
<th>No previous listing</th>
</tr>
</thead>
</table>
INFORMATION SOURCES

Include conservation and/or management plans and other heritage studies.

<table>
<thead>
<tr>
<th>Type</th>
<th>Author/Client</th>
<th>Title</th>
<th>Year</th>
<th>Repository</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral</td>
<td>Leonie Bell, Clarkson Street Nabiac</td>
<td>2003</td>
<td>Great lakes Library, Tuncurry Museum</td>
<td></td>
</tr>
<tr>
<td>Written</td>
<td>Lionel Gilbert</td>
<td>The History of Nabiac and District, page 69</td>
<td>1955</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATIONS

Recommendations
Requires full assessment and determination of suitable conservation procedures.

SOURCE OF THIS INFORMATION

<table>
<thead>
<tr>
<th>Name of study or report</th>
<th>Great Lakes Community Based Heritage Study</th>
<th>Year of study or report</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item number in study or report</td>
<td>Na43</td>
<td>2003 - 2008</td>
<td></td>
</tr>
<tr>
<td>Author of study or report</td>
<td>Community Based Heritage Committee, consultant Garry Smith</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inspected by</td>
<td>Inspection with heritage committee members, June 2003</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NSW Heritage Manual guidelines used?</td>
<td>Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>This form completed by</td>
<td>Garry Smith</td>
<td>Date</td>
<td>29 Oct. 2007</td>
</tr>
</tbody>
</table>
Please supply images of each elevation, the interior and the setting.

<table>
<thead>
<tr>
<th>Image caption</th>
<th>Willow Point Cemetery three headstones, old post and rail fencing post, general view</th>
</tr>
</thead>
<tbody>
<tr>
<td>Image year</td>
<td>2003</td>
</tr>
<tr>
<td>Image by</td>
<td>Leonie Bell</td>
</tr>
<tr>
<td>Image copyright holder</td>
<td>Great Lakes Council</td>
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<tr>
<td>Image copyright holder</td>
<td>Great Lakes Council</td>
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<tr>
<td>Image copyright holder</td>
<td>Great Lakes Council</td>
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