



**FRIENDS of
BOLTON STREET
MEMORIAL PARK
INCORPORATED
PO BOX 2336 WELLINGTON**

NEWSLETTER No 54 March 2003

Editors: Nick Perrin and John Daniels



Recent grave repairs near the Bolton Street entrance next to the sexton's cottage. In the foreground is the grave of Frederick William Malcolm, who died on 4 October 1885, aged 8 years (plot 0205, grid D15 10). Behind, left, (with cross) is the grave of James Davies, who died 2 February 1883, aged 23, son of 'the late Captain Davies' and Margaret Davies who died 2 October 1889 (plot 0212, grid D15 06). The large monument on the right is on the grave of John Mark Kennedy, died 5 June 1885, aged 28, and his stillborn brother, 10 Jun 1885 (plot 0213, grid D15 07). The brickwork

on these latter graves was much shattered and the wrought iron was loose before repair by Bob Lamb (see article later in this newsletter).

Photo by Helen Carey, WCC.

CHAIRPERSON NOTES

Subscriptions

Your committee is most grateful to all those members who have caught up with payment of their previous years' subscriptions that the committee invoiced in arrears. Many of you will find another membership subscription invoice enclosed for the financial years ending March 2003 and March 2004, for which we would be most grateful. This completes our subscriptions 'catch-up'.

Membership subscriptions are the only source of funding for maintaining our society's administrative and special project activities towards preserving, protecting, developing and promoting the Bolton Street Memorial Park.

Burial Records

Some members are aware of an on-going problem with the lack of updating of the burial list on display in the Chapel. Your committee has been persistent in its attempted persuasion of the WCC to provide this updating. Meantime some but not all of the errors in the paper copy have in fact been fixed in the electronic listing maintained by the Sexton at Karori Cemetery.

For the few new amendments identified each year, it is our firm belief that a proposed process for reliable updating of the burial list should be adopted forthwith to not only safeguard the integrity of the burial information already researched, but also enable the printing of accurate paper copies. A further task is to encourage the National Library to also provide accurate burial list information to the public, by being part of this process.

Gifting of Land

Some members will be aware of the generous gift by the late Mrs Morva Williams, of land adjoining the Easdale Street boundary of the cemetery. Sadly, this month marks the second anniversary of the Council Management Subcommittee's meeting that conditionally approved WCC's acceptance of the gift. Yet this gifting is still not legally completed, and public acknowledgment of it delayed accordingly. Watch this space for further developments!

AGM

Planning is under way for our next AGM to be held early evening on **July 7th**, with guest speakers that will interest many. Full details will be provided in the next newsletter. Please mark your diaries.

David Dunsheath

**Minutes of the 26th Annual General Meeting of the
Friends of Bolton Street Memorial Park (Incorporated)
held at Turnbull House, Wellington on Monday 18 November 2002**

Present

Warwick Greenwood	David Dunsheath (Chair)
John Daniels	Jenny Daniels
Margaret Alington	Bill Alington
Vivienne Bogle	Jane Aim
Nick Perrin	Esther Einhorn
Mac McCormick	Norina Lewis
Carrick Lewis	Tony Williams
Amber Wilkie	Helen Carey
Karl Bale	Judy Bale
Rachel Brown (Secretary)	

The Chair, David Dunsheath, welcomed all to the AGM with particular mention of Wellington City Council (WCC) staff present - Tony Williams who replaces Mike Oates, Helen Carey who replaces Wendi Henderson and Amber Wilkie, who replaces Leanne Killalea.

1. Apologies

David Luke, David Loeber, Hugh Fullarton, Annette Fairweather, Peter & Lynley Hyams, Anne Brosnahan, Sylvia Fraser, Betty Krebs, James Dempsey.

2. Report by Wellington City Council

Tony Williams spoke to his curator's written report (see following pages) on completed projects in the Bolton Street Memorial Park. The report was for parts of two financial years – 2000/01 and 2001/02. Completed projects in the 01-02 were grave restoration, signage redesign and implementation, sexton's cottage restoration plan, heritage trail and access software. Projects completed this financial year are paving upgrades and grave restoration work. In addition, the annual spring walk of WCC and Friends committee members took place in September, and a meeting this November to gain progress on the Burials Data Base.

Moved: Jane Aim and seconded by David Dunsheath that the report of the WCC be accepted.

CARRIED

Discussion included:

- Helen was thanked for her work in the Memorial Park including pruning to show off individual plants to great effect.
- Margaret Alington inquired about preservation work on the Tyrell stone, the earliest stone. Tony replied that Neil Christensen is investigating a chemical technique that does not destroy the imprint and would take about a year to remove any growth.

3. Minutes of the 2001 Annual General Meeting

Moved Warwick Greenwood, seconded by John Daniels that the minutes are a true and correct record of the 2001 Annual General Meeting of the Friends of Bolton Street Memorial Park.

CARRIED

4. Matters Arising from the Minutes

- There was no cooption of further members to the committee through the year.
- Helen Carey has replaced Wendi Henderson on the Committee.
- The approved Rule changes were lodged for registration.
- Re item 9, there is no evidence of any graves in the grounds of 2 Easdale Street.
- Warwick Greenwood responded to a question about the Early Settlers' Fund. As recorded within the Statement of Financial Position of Wellington City Council for 2002, he:
 - explained that the Fund was formed with proceeds of the 1981 grant of \$500,000, plus \$50,000 to rebuild the Mortuary Chapel, as made by the National Roads Board to the WCC.
 - reported that the Fund has been progressively spent with a balance of \$222,500 as at 30 June 2002.
 - explained that this latter sum, plus another Community Fund of \$79,000, totals \$304,000 of "Other Reserves" (note 24); as part of "Restricted Funds" (note 23); in turn as part of "Special Funds" (note 23); in turn a tiny part of \$4,569 661,000 of "Equity" (page 136).
 - reported on WCC's spending from the Fund over the last 3 years and its planned expenditure of \$20,000 for the year to 30 June 03. WCC's management and reporting of this Fund appears to be all in order. Park maintenance and staff salaries are not provided from the Fund.
- Tony Williams, representing WCC, undertook to investigate some matters further and report back to the incoming committee.

5. Chairperson's Report

David Dunsheath presented his report (as published in Newsletter # 53)

Moved David Dunsheath and seconded by Warwick Greenwood that the Chairperson's Report be accepted. There being no further discussion the motion was put.

CARRIED

Discussion included comments on public promotion and marketing of the Park, and the Friends' possible role:

- Disheartening response to letter sent this year by the Friends to social clubs secretaries in the area offering a tour of the cemetery.
- Nick delivered a presentation to NZSG Otaki Branch.
- Possibility of a display on Wellington's cemeteries at the City to the Sea Museum
- Establish stronger links with roses collection.
- Tours as part of broader WCC calendar/publicity.
- Raise the Friends' profile with The Treehouse staff & displays.
- Friends' website as part of WCC scheme.
- Raise profile in conjunction with publicity on Morva William's land gifting.
- Raise profile in conjunction with recent biography on EG Wakefield.
- Get coverage within Totally Wellington for out-of-Wellington promotion.
- Improved linkage with/from/to other historic attractions, e.g. Old St Pauls (printout of burial list, or pamphlet with map directions to Chapel and vice versa).
- Friends input into graphic displays at future Begonia House shop.
- Improved pedestrian labelling/signage to the casual public, e.g. pavements into Easdale & Kinross streets.
- Improved enticement to Park from The Terrace & Lambton Quay.

- Possibility of at least one meeting of various Wellington Friends organisations eg Friends of Town Belt, Botanic Gardens, Civic Trust etc.

6. Treasurer's Financial Statements

Warwick Greenwood presented his Financial Statements for Year ended 31 March 2002 (published elsewhere in this newsletter). Eighty-five members have recently responded with annual membership subscriptions for 2000/01 and 2001/02 years totalling \$850. Warwick noted that the Friends have modest but sufficient funds. The auditor, Rey Byrne, was satisfied with the accounts.

Moved John Daniels, seconded by Nick Perrin that the Treasurer's report be accepted.
CARRIED

7. Election of Committee

David Dunsheath acknowledged the considerable service across many activities of the Friends that has been undertaken by Mac McCormick who, as a foundation committee member, is now stepping down after 26 years.

Members of the committee available for re-election in 2002/2003 are - David Dunsheath (Chair), Warwick Greenwood (Treasurer), Rachel Brown (Minutes Secretary), Nick Perrin, John Daniels (Deputy Chair), Nick Perrin, Anne Brosnahan and Helen Carey (representing WCC). Karl and/or Judy Bale offered their joint services to committee membership.

Moved by Warwick Greenwood and seconded by Bill Alington that this Committee be elected.

CARRIED

8. Appointment of Auditor

Rey Byrne has tendered his resignation this year as Honorary Auditor. He was warmly thanked for his services to the Friends and it was noted that he has been the only person to hold this position in the 26-year history of the Society. A gesture to Rey Byrne has already been arranged.

Terry Leamy has offered his services in this position. This offer was gratefully accepted by the AGM.

CARRIED

9. General Business

Jane Aim raised the question of Honorary Life Membership of the Friends, an honour that could be bestowed by an AGM. It was agreed this needed to be looked into.

Karl Bale raised the question of encouraging other neighbours to donate land arising from the gifting of 2 Easdale land.

The next newsletter may include further biographical information and an update of future plans of the Friends.

The meeting closed at 7.20 pm

**FRIENDS OF BOLTON STREET MEMORIAL PARK AGM:
CURATOR'S REPORT
(July 2001-November 2002)**

COMPLETED PROJECTS (July 2001-June 2002)

1. Grave Restoration –

As per the list prepared jointly by WCC and Friends of Bolton Street Memorial Park this project involved the ongoing restoration of headstones and graves.

Start/Finish October 2001 – March 2002

Budget \$9,126 - \$9,451 spent

2. Signage Redesign and Implementation

This project featured the upgrading of directional signage and information in the park.

Start/Finish (October 2001 – December 2002)

Budget \$6,617 - \$6,617 spent

3. Sextons Cottage Restoration Plan

Design advice and restoration of the cottage as per the conservation plan. This project included design input from Ian Bowman and various site works.

Start/Finish (October 2001 – March 2002)

Budget \$9,500 - \$9,749 spent

4. Heritage Trail

Project completed.

Start/Finish (September 2001 – December 2001)

Budget \$2,500 - \$2,500 spent

5. Access Software

Purchase of Microsoft Office software for the recording and necessary updating of all data pertaining to Bolton Street Memorial Park burials. Greg Glen of Karori Cemetery is working with Nick Perrin of FBSMP to complete the transfer of records and notes.

Start/Finish (August 2001)

Budget (software purchase)\$1,200 - \$1,180 spent

Total spending FY 2001-2 : \$29,497

COMPLETED PROJECTS (July 2002-November 2002)

6. Paving Upgrades

Included resetting subsided paving at the entrance to the chapel and installing a new brick edged pathway on Woodward Path to below Benjamin Smith Path.

Start/Finish (September-Nov. 2002)

Budget \$7,500 - \$7,500 Spent to date

7. Grave Restoration Work

Re-commencement of grave restoration work.

Start/Finish (July 2002-June 2003)

Budget \$10,500 - \$1,500 Spent to date

Total spending to date in FY 2002-3 : \$9,000

8. Landscaping and General Plant / Lawn Maintenance

A significant amount of work was undertaken in these areas to ensure that trees were limbed up, significant shrubs pruned to improve their appearance, and lawns maintained to an acceptable standard in line with our service level agreements.

9. Spring 2002 Walk (WCC Staff and Friends of Bolton Street Memorial Park)

The annual spring walk between WCC staff and FBSMP was conducted on September 23.

Projects undertaken by WCC during the previous year were inspected and future projects outlined. Items and aspects requiring further work were noted as follows.

- Ensure that the cleaning of grave headstones retains their character and minimises damage to surfaces and lettering etc.
- The need to develop guidelines for grave restoration work.
- Restore missing headstone at base of Dennis McGrath Bridge.
- Continue to manage vegetation off the main pathways in a manner that supports the overall character of the park, improves personal safety and ensures clear views of headstones.
- Update records in the burials list book and adjacent display panel on mass grave burials in Bolton Street Chapel.

10. Meeting on Burials Data Base

This meeting was held on November 13 at the Treehouse Library. The following aspects were discussed.

- Updating the burials database held at Karori Cemetery with additional information supplied by Nick Perrin and placed onto new forms.
- Updating the burials records book and adjacent display panel on mass grave burials in the Bolton Street Chapel.
- Completing a memo of understanding relating to ongoing protocols/procedures and processes associated with the burials database to ensure standards are embedded.
- Retention of Nick Perrin's notes in the updated data system.

Tony Williams, WCC

MICROFICHE READER FOR SALE

A must for genealogists- your own microfiche reader! Takes up about as much room as the average home computer or typewriter, and indispensable for research using microfiche. Contact David Dunsheath, phone 472 8405, or e-mail symbian@xtra.co.nz

GRAVE RESTORATION WORK

WCC contractor Bob Lamb (“Masterstone”) has been active for more than seven years in restoring numerous decaying and damaged graves in Bolton Street Memorial Park. This includes repairs to brickwork, concrete, plastering, woodwork, ironwork and stone work. He has undertaken the straightening and raising of various stones and monuments; rebuilding and re-levelling of grave bases, edges and walls; and repairs to grave fences and other components.

Bob's work continues on from that undertaken previously by Rodney Read (ex WCC staff member and member of the Friends). Rodney was in turn successor to Bruce Harkness, who was responsible for repairs to monuments during their reinstatement after completion of the motorway works. Bruce later became the television gardener in the days before Maggie’s Garden Show.

From time to time the Friends and WCC liaise on a shared, prioritised listing of graves considered worthy of repair. Also the Friends have attempted to develop a reliable guideline for the prioritising of work and the form in which it should take. For example, should a damaged wrought iron railing with missing sections, be stabilised to minimise further decay and so preserve its historical fabric, or would it be appropriate to replace it in modern materials that might not provide an authentic appearance? These are important issues that we would like to raise, agree on and document for the future guidance of all involved.

If any member has expertise or interest in this topic, or would like to research the topic or provide other help, would they please contact John Daniels Tel 938 7971, e-mail jr.daniels@xtra.co.nz or other committee members listed in this issue.

Examples of Bob’s recent work are shown in the photograph below, and on the first page of this newsletter.



Financial Statements for the Year ended 31 March 2002

Statement of Financial Performance for the year ended 31 March 2002

	31 March 2002	31 March 2001
	\$	\$
Income		
Donations	390	249
Subscriptions	434	460
Interest	26	39
	850	748
<i>Less Expenses</i>		
Bank Charge	-	3
AGM function	72	61
Entertainment	200	
Hire of meeting room	28	212
General expenses	40	297
Postage	-	41
PO Box rental	62	62
Photocopying	<u>106</u>	<u>144</u>
	<u>508</u>	<u>820</u>
Profit (Loss) for the year	\$342	\$(72)

Statement of movements in equity for the year ended 31 March 2002

	<u>2002</u>	<u>2001</u>
	\$	\$
Accumulated Funds - at start of year	2,665	2,737
ADD Profit/(LESS Loss)	<u>342</u>	<u>(72)</u>
Accumulated funds at end of year	\$3,007	\$2,665

Statement of Financial Position at 31 March 2002

	31 March 2002	31 March 2001
	\$	\$
Accumulated Funds	\$3,007	\$2,665
Represented by:		
<u>Current Assets</u>		
Westpac Trust Banking Corpn	2,373	2,439
Subscriptions owing	<u>634</u>	<u>316</u>
	<u>3,007</u>	<u>2,755</u>
<u>Less Current liabilities</u>		
Sundry creditor	<u>--</u>	<u>90</u>
Net assets and working capital	\$3,007	\$2,665