



08 JANUARY 2019

# Teralba Cemetery


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## Conservation Strategy

## Document status

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## Approval for issue

Name	Signature	Date
Alex Byrne		07/01/2019

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## Introduction

### Background

Teralba Cemetery is a locally significant place which embodies historic, aesthetic, social and representative heritage values. Teralba was established in the 1880s as a construction camp and although not officially established, Teralba Cemetery was well used by residents from that period until the 1970s.

The Old Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' of the Lake Macquarie LEP 2014 as a local heritage place. Teralba Cemetery illustrates three NSW historical themes including 'towns, suburbs and villages', 'religion' and 'birth and death'.

The cemetery is unusual in that it was established on freehold land and never gazetted. As a result, it has not been maintained as other local cemeteries. Extant fabric within the cemetery is in a poor condition and has been subject to significant damage through vandalism, neglect and environmental factors. Nonetheless four grave types are discernible ranging from formal graves with concrete or brick kerbing and headstones to shallow depressions indicating unmarked burials.

The development of the surrounding area has highlighted the need for the cemetery to be identified and conserved as an item of importance to the families of people buried and the people of Teralba and Lake Macquarie.

The Teralba Cemetery has been the subject of several studies (Lavelle, S & Turner, J. 1994. *Historical Archaeology Study and Plan of Management Teralba Cemetery*; and Parsons, M & Newcastle Family History Society. 2002. *The Big Hill: a tribute to the pioneers interred in Teralba and district cemeteries, NSW*).

This Conservation Strategy draws together a series of reports that have been produced designed to conserve the historic heritage at Teralba Cemetery. Each section of this report draws on the summaries provided in the full reports, while the complete reports can be found as appendices to this document.

The reports detailed in this report are listed in Table 1.

**Table 1 Reports**

#	Title	Appendix #	Recommendations
1	Teralba Cemetery, Teralba, NSW Plan of Management for Historic Heritage (2016)	A	Section 7
2	Teralba Cemetery, Assessment of Comparable Cemeteries	B	-
3	Teralba Cemetery, Ground Penetrating Radar Report	C	-
4	Teralba Cemetery, Archival Report	D	Section 2.3
5	Teralba Cemetery, Archaeological Assessment (2018)	E	Section 3
6	Teralba Cemetery, Community Consultation	F	Section 7



# 1 Plan of Management for Historic Heritage

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The Plan of Management considers historic heritage matters only and follows the Burra Charter process. It is anticipated that it will feed into Lake Macquarie Council's Plan of Management when the cemetery becomes dedicated as a Public Reserve.

The Old Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' of the Lake Macquarie LEP 2014 as a local heritage place.

Teralba Cemetery illustrates three NSW historical themes including 'towns, suburbs and villages', 'religion' and 'birth and death'. Although not officially established, Teralba Cemetery was well used by residents from the 1880s when the settlement was first established as a construction camp. Teralba Cemetery is a locally significant place which embodies historic, aesthetic, social and representative heritage values. Burials within the cemetery date from the 1880s when Teralba was first established, and it provides an important record of the settlement's early development and residents. The following features describe the cemetery:

- The orientation of individual grave rows in the Teralba Cemetery is somewhat random, and unusual (Lavelle 1994:7). The creation of the town cemetery on a large freehold land portion, and its continued use despite the gazettal of other separate formal burial sites is an historical anomaly, particularly for such a late period, making its physical presence and survival highly significant to the heritage of Lake Macquarie (Lavelle 1994:11).
- The cemetery contains typical examples of late 19th century and early 20th century monumental masonry, and the inscriptions and motifs on the monuments are representative examples of funerary traditions and symbolism in this period.
- The juxtaposition between the grave remains and the bushland setting creates an attractive environ. The cemetery is important as a genealogical resource and is understood to be valued by the local community and descendants of those buried.
- Extant fabric within the cemetery is in a poor condition and has been subject to significant damage through vandalism, neglect and environmental factors. Nonetheless four grave types are discernible ranging from formal graves with stone surrounds and headstones to shallow depressions indicating unmarked burials.

A constraints and requirements analysis informed the production of conservation management policies. This analysis takes account of the site's significance, best practice standards, the physical condition of the place as well as security and heritage interpretation amongst other matters.

A series of conservation policies have been prepared which seek to conserve and enhance the heritage significance of Teralba Cemetery. They fall under the general headings of conservation standards; built fabric; setting and landscape; archaeology; use; heritage interpretation; management; and review. Actions considered necessary according to level of priority are set out in a tabulated action plan at the end of this report.

**The report can be found at Appendix A.**

## 2 Assessment of Comparative Cemeteries

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### 2.1 Summary

A comparative analysis of local historic cemeteries in the Lake Macquarie and Newcastle City LGAs was developed in relation to Teralba Cemetery, a local heritage place. The desktop assessment based on the NSW State Heritage Inventory (SHI) entries, considers the history, heritage values and key characteristics of fifteen historic cemeteries and burial places in the LGAs identified.

The following points are noted:

- Teralba Cemetery has no discernible landscape features which is consistent with its relatively informal layout. Most of the general cemeteries and indeed the one church cemetery in this comparative analysis have planned landscape features including clear boundary treatments ranging from metal fencing to timber post and rail, have formal entrances or gates and in several instances have signage. The previous native bushland setting, and general landscaping of the cemetery are not anomalous of the historic cemeteries looked at, low-key landscaping was a common characteristic.
- From the information available, none of the eight locally listed general cemeteries identified in this comparative analysis display the irregular and semi-formal layout displayed at Teralba.
- Four grave types are identified at Teralba Cemetery comprising formal graves with kerbing and/or gravestones, graves identified by unbonded brick or garden tile kerbing, graves bound by bush rock kerbing and shallow depressions. The cemetery lacks grave furniture and ornaments. Surviving monuments erected in the cemetery follow the typical designs of their era with inscriptions and motifs also representative examples in this period.

In conclusion, Teralba Cemetery, while like other local nineteenth century cemeteries in its simple layout and grave furniture, varies from the other historic cemeteries looked at by virtue of the fact that:

- The land was never formally gazetted as a cemetery and historic newspaper articles indicate that use of the cemetery was never intended as a long-term proposition and that no municipal efforts were made to instigate improvements to its drainage, layout or access;
- The informal layout of the cemetery is an anomaly. Although graves are arranged in an east-west axis, the rows are irregular and different denominations are not separated; and,
- The overall condition and level of intactness of Teralba Cemetery is sadly markedly poorer than the other historic cemeteries analysed to the point that integrity has been damaged.

**The report can be found at Appendix B.**

## 3 Teralba Cemetery, GPR Report

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### 3.1 Summary

RPS was engaged by the McCloy Group to undertake a ground penetrating radar (GPR) survey of one land parcel in Teralba, New South Wales to ascertain the location of unmarked human burials in the area referred to as Teralba Cemetery. The GPR survey was conducted on 22 January 2015 by RPS personnel Aaron Fogel and Jeremy Hill.

The survey area was bounded by a (then) proposed new residential development. The proximity of the proposed development to the boundary of the cemetery raised concerns that unmarked burials may exist in the area. On this basis GPR was employed as a non-invasive method of subsurface investigation with the intent of identifying locations which could contain human graves.

Numerous GPR anomalies were recorded in the survey areas. Many of these are associated with the previously identified small depressions and rock cairns providing further evidence that these likely represent unmarked burials. GPR anomalies exist in areas where no surface indication of a human burial is present. Many of these anomalies are likely related to human burials.

Further to the above additional field work was undertaken on Thursday March 12th, 2015 to check the then current subdivision layout in which Lots 429 and 430 were sources of minor concern regarding the potential for subsurface human burials to occur within the confines of these lots. The visual inspection did indeed find a small depression and a stone marker near each GPR anomaly and it was decided on site that there was a small risk that perhaps subsurface burials were present in these locations, although no hard evidence was seen or collected to confirm this. As such, consensus was reached on moving the southern and eastern boundaries of Lot 429 and 430 to no longer encompass the GPR anomalies in question.

Any future works in these areas should fully consider the results of this survey. Any ground disturbance activities should proceed with caution and stop if any human remains are discovered.

**The report can be found at Appendix C.**

## 4 Teralba Cemetery, Archival Report

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### 4.1 Summary

An archival report, that includes conservation management strategies for cemetery features was prepared to inform the proposed works.

The archival recording was carried out in accordance with NSW Heritage Information Series: How to Prepare Archival Records of Heritage Items (NSW Heritage Office 1998) with the photographic archival recording carried out in accordance with the NSW Heritage Guidelines for Photographic recording of Heritage Items using Film or Digital Capture (NSW Heritage Office 2006). The archival report includes: a digital photographic record; a plan of the cemetery; and a record of extant monuments.

Conservation Management (Section 2) was developed for individual cemetery features in accordance with Guidelines for Cemetery Conservation (National Trust of Australia 2009) and on advice from Sach Killam, Conservator, Rookwood Cemetery Trust and a member of the National Trust Cemetery Committee.

**The report can be found at Appendix D.**

## 5 Teralba Cemetery, Archaeological Report

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### 5.1 Summary

The proposed works at Teralba Cemetery will require minor surface disturbance including works associated with: construction of a boundary fence; installation of signage; levelling of ground for pathways and seating.

Therefore, an Excavation Exception under the Heritage Act, 1977, Section 139(4) Type 1(b) was submitted to and approved by, the NSW Heritage Division. The archaeological report that accompanied that application considered the potential for impact on subsurface relics.

The Excavation Exception under the Heritage Act, 1977, Section 139(4) Type 1(b) was granted on condition of adherence to the following recommendations.

#### **Recommendation 1 (approved)**

An Excavation Exception under the Heritage Act, 1977, Section 139(4) Type 1(b) should be sought from the Heritage Council of NSW and works are not to commence until this has been approved.

#### **Recommendation 2**

Prior to any ground disturbance works commencing a specialist in historic heritage, together with a surveyor will identify and record the intended location of the fence; pathways; seating; signage. This will ensure no impact, inadvertent or otherwise, to any cemetery associated items.

#### **Recommendation 3**

A specialist in historic heritage will be on location during ground disturbance works and retained for the provision of specialist advice for the duration of the all works at the Teralba Cemetery.

#### **Recommendation 4**

If suspected archaeological relics as defined under the Heritage Act 1977 (as amended), works within that area must cease. The Heritage Division of the Office of Environment and Heritage must be notified as required under Section 146 of the Act. The archaeological relic must be avoided. If it is not practicable to avoid the archaeological relic, additional approvals would be required under the Act.

#### **Recommendation 5**

Contractors and subcontractors should be made aware of the statutory obligations for cultural heritage under the Heritage Act 1977 (as amended), which may be implemented as an induction.

**The report can be found at Appendix E.**

## 6 Teralba Cemetery, Community Consultation

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### 6.1 Summary

A consultation process was held to inform the proposed conservation works and landscape works at Teralba Cemetery. The consultation process involved identifying the interested parties and advising them of the proposed works.

In addition to advising through emails and identified Facebook pages, a well-attended drop-in session was held. At the conclusion of the drop-in session the following requests were made by participants:

- Signage be installed at the cemetery that lists names of those interred – discussions around the problem of not having a formal cemetery register was discussed.
  - It is recommended that the internments recorded in The Big Hill (Newcastle Family History Group) be used as the source for the list of names recorded on the sign. The sign would form part of the heritage interpretation at the cemetery. The sign should be placed at the northern entrance to the cemetery.
- Plantings to soften the Colorbond fencing. It was considered this would screen the fence and enhance the appearance.
  - Native shrubs be planted adjacent the Colorbond fencing.

**The report can be found at Appendix F.**

# Appendix A

## Plan of Management for Historic Heritage

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# Teralba Cemetery, Teralba NSW

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## Plan of Management for Historic Heritage

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## Approval for issue

Name	Signature	Date
Alex Byrne		08.01.2019

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The logo for RPS, consisting of the letters 'RPS' in white, bold, sans-serif font, centered within a dark blue rounded rectangle.

## Appendices

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Appendix A Landscape Plan

Appendix B Playground Plan

## Summary

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RPS has been instructed by the McCloy Group to prepare a Plan of Management for historic heritage at Teralba Cemetery. This plan deals with historic heritage matters only and follows the Burra Charter process summarised in Section 1.2 of this report. It is anticipated that it will feed into Lake Macquarie Council's Plan of Management when the cemetery becomes dedicated as a Public Reserve.

The Old Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' of the Lake Macquarie LEP 2014 as a local heritage place.

Teralba Cemetery illustrates three NSW historical themes including 'towns, suburbs and villages', 'religion' and 'birth and death'. Although not officially gazetted, Teralba Cemetery was well used by local residents from the 1880s when the settlement was first established as a construction camp.

Extant fabric within the cemetery is in a poor condition and has been subject to significant damage through vandalism, neglect and environmental factors. Nonetheless four grave types are discernible ranging from formal graves with stone surrounds and headstones to shallow depressions indicating unmarked burials.

Teralba Cemetery is a locally significant place which embodies historic, aesthetic, social and representative heritage values. Burials within the cemetery date from the 1880s when Teralba was first established, these provide an important record of the settlement's early development and residents.

The orientation of individual grave rows in the Teralba Cemetery is somewhat random, and unusual. (Lavelle 1994:7). The creation of the town cemetery on a large freehold land portion, and its continued use despite the gazettal of other separate formal burial sites is an historical anomaly, particularly for such a late period, making its physical presence and survival highly significant to the heritage of Lake Macquarie (Lavelle 1994:11).

The cemetery contains typical examples of late 19th century and early 20th century monumental masonry, and the inscriptions and motifs on the monuments are representative examples of funerary traditions and symbolism in this period.

The juxtaposition between the grave remains and the bushland setting creates an attractive environ. The cemetery is important as a genealogical resource and is understood to be valued by the local community and descendants of those buried.

A constraints and requirements analysis has been carried out which has informed the formulation of conservation management policies. This analysis takes account of the site's significance, best practice standards, the physical condition of the place as well as security and heritage interpretation amongst other matters.

A series of conservation policies have been prepared which seek to conserve and enhance the heritage significance of Teralba Cemeteries. They fall under the general headings of conservation standards; built fabric; setting and landscape; archaeology; use; heritage interpretation; management; and review. Actions considered necessary according to level of priority are set out in a tabulated action plan at the end of this report.

# 1 Introduction

---

RPS has been instructed by the McCloy Group to prepare a Plan of Management for historic heritage at Teralba Cemetery. This document is required as part of Condition 14 of a development approval for a new residential subdivision immediately adjacent to the Teralba Cemetery Site (ref. DA/3478/2002).

Condition 14 of the aforementioned development approval includes the following:

A Plan of Management shall be prepared for the ongoing maintenance of this reserve. The Plan of Management shall be submitted to Council for approval and will be required to be in a form acceptable to Council prior to the issue of the Subdivision for Stage 4.

This Plan of Management deals with heritage management matters only and it is anticipated that it will feed into Council's Plan of Management for the site when it becomes dedicated as a Public Reserve. The site is currently owned by McCloy Teralba Pty Limited.

## 1.1 Study Area

The study area comprises the site of the Teralba Cemetery located within Lot 3 (DP 628454) which does not have a clearly defined boundary but forms a roughly rectangular space approximately 50m west-east and 25m north-south (refer to Figure 1).

The Old Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' Part 1 'Heritage Items' as a locally significant place in the Lake Macquarie Local Environmental Plan 2014.

## 1.2 Methodology

This Plan of Management for historic heritage follows the Burra Charter Process summarised as follows:

1. Understand the place – definition of the place and its extent and investigate through an examination of its history, use, associations and fabric (Articles 5-7, 12, 26). Refer to Sections 3.0 and 4.0.
2. Assess cultural significance – assessment of all heritage values in evidence using relevant criteria and development of statement of significance (Article 26). Refer to Section 5.0.
3. Identify all factors and issues – identification of obligations arising from significance and identification of future needs, resources, opportunities and constraints, and condition (Articles 6, 12). Refer to Section 6.0.
4. Develop policy – formulation of management policies based on the information gathered so far (Articles 6-13, 26). Refer to Section 7.0.
5. Prepare a management plan – Definition of priorities, resources, responsibilities and timing and develop implementation actions (Articles 14-28). Refer to Section 8.0.
6. Implement the management plan – Articles 26-34. Actions following on from the CMP.
7. Monitor the results and review the plan – Article 26. Actions following on from the CMP.

Information on the historical development of the site and the heritage values in evidence has been derived from Historical Archaeological Study and Plan of Management, Teralba Cemetery, Precinct 10, Teralba NSW by Siobhan Lavelle in association with Dr John Turner (December 1994) (hereafter referred to the '1994 Report'). Some additional historical research has been carried out and an updated heritage significance assessment has been carried out.

The following best practice documents and guidelines have also been consulted and followed in the preparation of this Plan of Management:

- *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013* (Burra Charter)
- *Burra Charter Practice Note: Understanding and assessing cultural significance* (November 2013)
- *Burra Charter Practice Note: Developing policy* (November 2013)
- *Assessing Heritage Significance* (former Heritage Office, 2001)
- *Conservation Management Documents [including: Model Brief]* (former Heritage Office and Department of Urban Affairs and Planning, 1996, revised 2002)
- *Conservation Management Plan: A Checklist* (former Heritage Office, 2003)
- *Conservation Plan, Seventh Edition*, James Semple Kerr (2013)
- *Guidelines for Cemetery Conservation*, National trust (Second Edition, 2009)

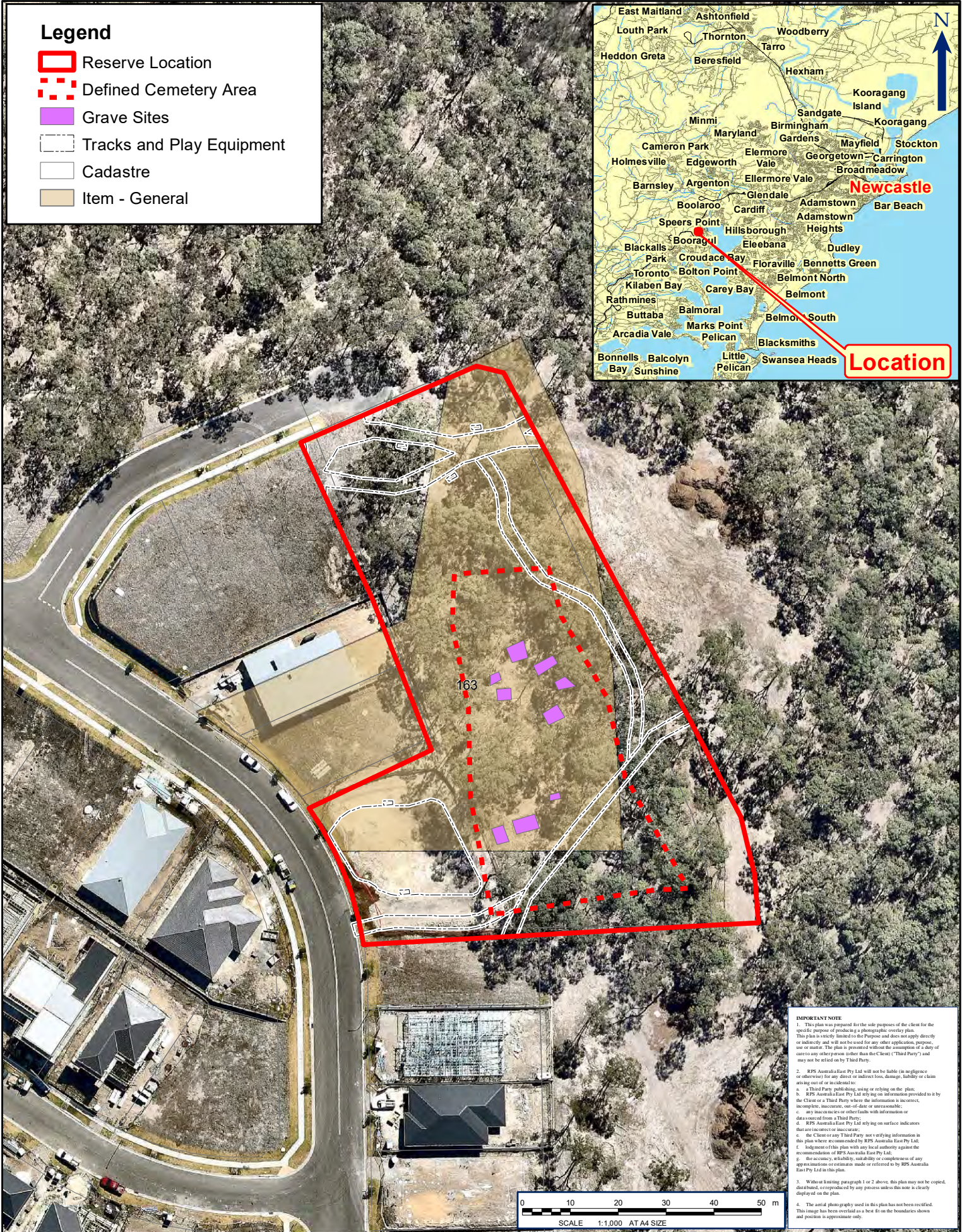
### 1.3 Authorship

This report has been prepared by Joanne McAuley, RPS Built Heritage Manager with assistance from Laraine Nelson, RPS Senior Cultural Heritage Consultant and reviewed by Darrell Rigby, Regional Technical Director Cultural Heritage.



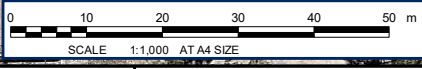
# Legend

- Reserve Location
- Defined Cemetery Area
- Grave Sites
- Tracks and Play Equipment
- Cadastre
- Item - General



**IMPORTANT NOTE**

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  - d. RPS Australia East Pty Ltd relying on surface indications that are incorrect or inaccurate;
  - e. the Client or any Third Party not verifying information in this plan where recommended by RPS Australia East Pty Ltd;
  - f. judgment of this plan with any local authority against the recommendation of RPS Australia East Pty Ltd;
  - g. the accuracy, reliability, suitability or completeness of any appraisals or estimates made or referred to by RPS Australia East Pty Ltd in this plan.
3. Without limiting paragraph 1 or 2 above, this plan may not be copied, distributed, or reproduced by any process unless this note is clearly displayed on the plan.
4. The aerial photography used in this plan has not been rectified. This image has been overlaid as a best fit on the boundaries shown and position is approximate only.



**FIGURE 1: SITE LOCATION**

<b>LOCATION:</b> BILLY'S LOOKOUT PITT ST, TERALBA	<b>DATUM:</b> GDA94 <b>PROJECTION:</b> MGA Zone 56
<b>JOB NO.:</b> PR 135276	<b>Data Source:</b> RPS NearMap
<b>PURPOSE:</b> PLANNING	
<b>Technician:</b> Natalie Wood	<b>Date:</b> 9/02/2018

CLIENT: MCCLOY TERALBA PTY LTD

RPS AUSTRALIA EAST PTY LTD (ABN 44 140 292 762)  
241 DENISON STREET BROADMEADOW PO BOX 428 HAMILTON NSW 2303  
T: 02 4940 4200 F: 02 4961 6794 www.rpsgroup.com.au





## 2 Legislative Framework

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The following section provides an overview of the legislative framework relating to the protection and management of historic heritage in NSW. This overview is provided solely as information for the client rather than as legal advice. The relevant planning requirements as set out in current statutory planning instruments prepared by the City of Lake Macquarie Council are described in Section 2.3.

### 2.1 The Heritage Act 1977

Historical archaeological relics, buildings, structures, archaeological deposits and features are protected under the NSW *Heritage Act 1977* (and subsequent amendments) and may be identified on the State Heritage Register (SHR) or by an active Interim Heritage Order.

Relics are protected under the Heritage Act (1977). A relic is defined in the Heritage Act as 'any deposit, object or material evidence which relates to the settlement of the area that comprises New South Wales, not being Aboriginal settlement, and which is of State or local heritage significance.' Under the Act, non-Aboriginal human remains with heritage value (for example historic, genealogical, social, aesthetic, religious, scientific or other significance) are considered a relic under the Act and, therefore, cannot be disturbed without an excavation permit. Headstones, grave enclosures, grave goods and associated objects may also be considered relics under the Act.

Any excavation in the cemetery, which has a known high potential to disturb relics, will require an excavation permit issued by the Heritage Council of NSW.

The Heritage Council of NSW, constituted under the *Heritage Act 1977*, is appointed by the Minister and is responsible for heritage in NSW. The Council reflects a cross-section of community, government and conservation expertise with the NSW Heritage Division being the operational arm of the Council. The work of the NSW Heritage Division includes:

- Working with communities to help them identify their important places and objects;
- Providing guidance on how to look after heritage items;
- Supporting community heritage projects through funding and advice; and
- Maintaining the NSW Heritage Database, an online list of all statutory heritage items in NSW

The 1996 NSW Heritage Manual, published by the NSW Heritage Division, then Department of Urban Affairs and Planning, provides guidelines for conducting assessments of heritage significance. The Manual includes specific criteria for addressing the significance of an item and this assessment has been completed in accordance with those guidelines. These criteria are addressed in Section 5.0 of this report.

### 2.2 Environmental Planning and Assessment Act 1979 (EP&A Act)

The EP&A Act regulates a system of environmental planning and assessment for NSW. Land use planning requires that environmental impacts are considered, including the impact on cultural heritage. Assessment documents prepared to meet the requirements of the EP&A Act including Reviews of Environmental Factors, Environmental Impact Statements and Environmental Impact Assessments, should address cultural heritage where relevant. Statutory planning documents such as Local Environment Plans and State Environmental Planning Policies typically contain provisions for heritage.

## 2.2.1 Lake Macquarie Local Environmental Plan (LEP) 2014

The Lake Macquarie LEP is the principal statutory planning document for the project area in accordance with the EP&A Act. Clause 5.10 of the LEP sets out the Council's objectives and statutory provisions in relation to the protection and management of heritage in the local government area.

Sections of particular relevance when considering heritage impacts include:

- Clause 5.10 (4) **Effect of proposed development on heritage significance** – this clause explains that the consent authority must before granting consent consider the effect of the proposed development on the heritage significance of the item or area concerned. This clause applies irrespective of whether a heritage management plan is in place or not.
- Clause 5.10 (5) **Heritage assessment** – this clause states that before granting consent for the development of land within a heritage item, heritage conservation area or in the vicinity of either, the consent authority may require the preparation of a heritage management document that assesses the impact of the proposed development on the significance of the heritage item or conservation area concerned.
- Clause 5.10 (6) **Heritage conservation management plans** – this clause explains that the consent authority may require the preparation of a heritage conservation management plan before granting consent after considering the heritage significance of an item and the extent of proposed change to it as a result of a development proposal.
- Clause 5.10 (7) **Archaeological sites** – this clause explains that before granting consent for the development of an archaeological site (not included in the State Heritage Register or subject to an interim heritage order) Council must notify the Heritage Council of the intention to grant consent; and, take into account any response from the Heritage Council within 28 days after the notice is sent.

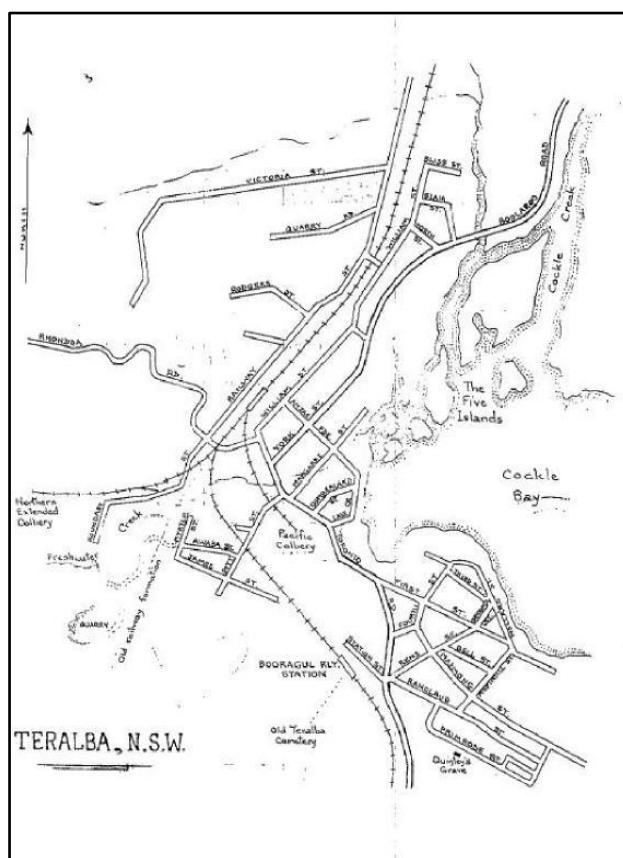
## 3 Historical Context

The following information on the history of Teralba and the cemetery has been drawn largely from *Historical Archaeological Study and Plan of Management, Teralba Cemetery, Precinct 10, Teralba NSW* (Lavelle et al, 1994). Additional secondary historical research has also been carried out.

### 3.1 The Establishment of Teralba

Teralba was established because of the construction of the Newcastle-Sydney railway which commenced in 1880 and was carried out in stages until its completion in 1889. The route of the railway between the headwaters of Fennell's Bay and Awaba Bay crossed a large hill known as 'Big Hill' or 'Billygoat Hill' where on its northern side quarries were opened to provide gravel for fill and ballast for the line. By 1884 a large construction camp had been set up on or near Big Hill and presumably close to a nearby creek which became known as Fresh Water Creek. The camp was referred to as 'Freshwater Creek' and 'The Gravel Pits'.

The camp was located within the 914 acre 'Awaba park' estate of Margaret Quigley, the daughter of the wealthy Dr James Mitchell of Sydney whose landholdings were divided between his children when he died in 1869. Dr Mitchell and his heirs retained the freeholds of their properties as a rule and developed them by offering freeholds. Consequently, when a town threatened to develop from 'The Gravel Pits' camp, leases for commercial or residential purposes were offered.

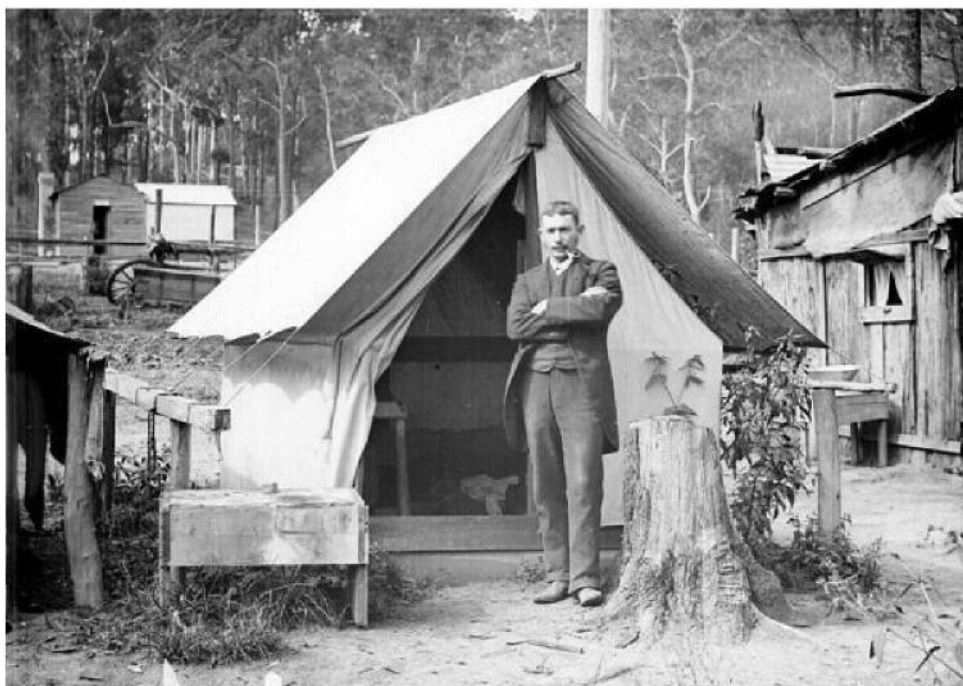


**Figure 2** Historical features of the Teralba Area. Sketch plan of part of Quigley Estate, Teralba (Newcastle City Library)



**Figure 3** Photograph of Railway Camp at Teralba, 1887 (Photo taken by Ralph Snowball - Newcastle Region Library)

Large construction camps often developed into settlements particularly if there were further employment opportunities. In the case of 'The Gravel Pit', local timber, gravel and coal reserves provided the attraction. In 1886 the Great Northern Coal Company began developing a colliery known as the Northern Colliery which changed its name several times until finally known as the Macquarie Colliery. Another mine, the Gartlee Colliery, was opened in 1890, later known as Northern. Saw mills were also established and the extraction of gravel continued.



**Figure 4 Photograph of Railway Camp at Teralba, 1887 – Mr Back’s Tent (Photo taken by Ralph Snowball - Newcastle Region Library)**

A school was moved from Cockle Creek Camp to the Gravel Pits in 1886 by the Education Department. The one acre site leased from the Quigley Estate provided a school for 90 students by the end of 1886 which had grown to 190 by 1889. The school had taken the name of Teralba by 1891 which followed the opening of the Teralba Station in 1887. The Quigley Estate had opened the first residential subdivision the previous year offering 50 year leases.

### 3.2 Teralba Cemetery

The Teralba Cemetery site does not appear in any official (published) editions of the Parish Map for Teralba. A land title search was also carried out as part of the 1994 Report and this found that the Teralba Cemetery was never officially resumed, notified or otherwise gazetted. The absence of the cemetery from legal documents means that it was never an official or formally established burial site but rather formed part of a large freehold portion of the Quigley Estate land.



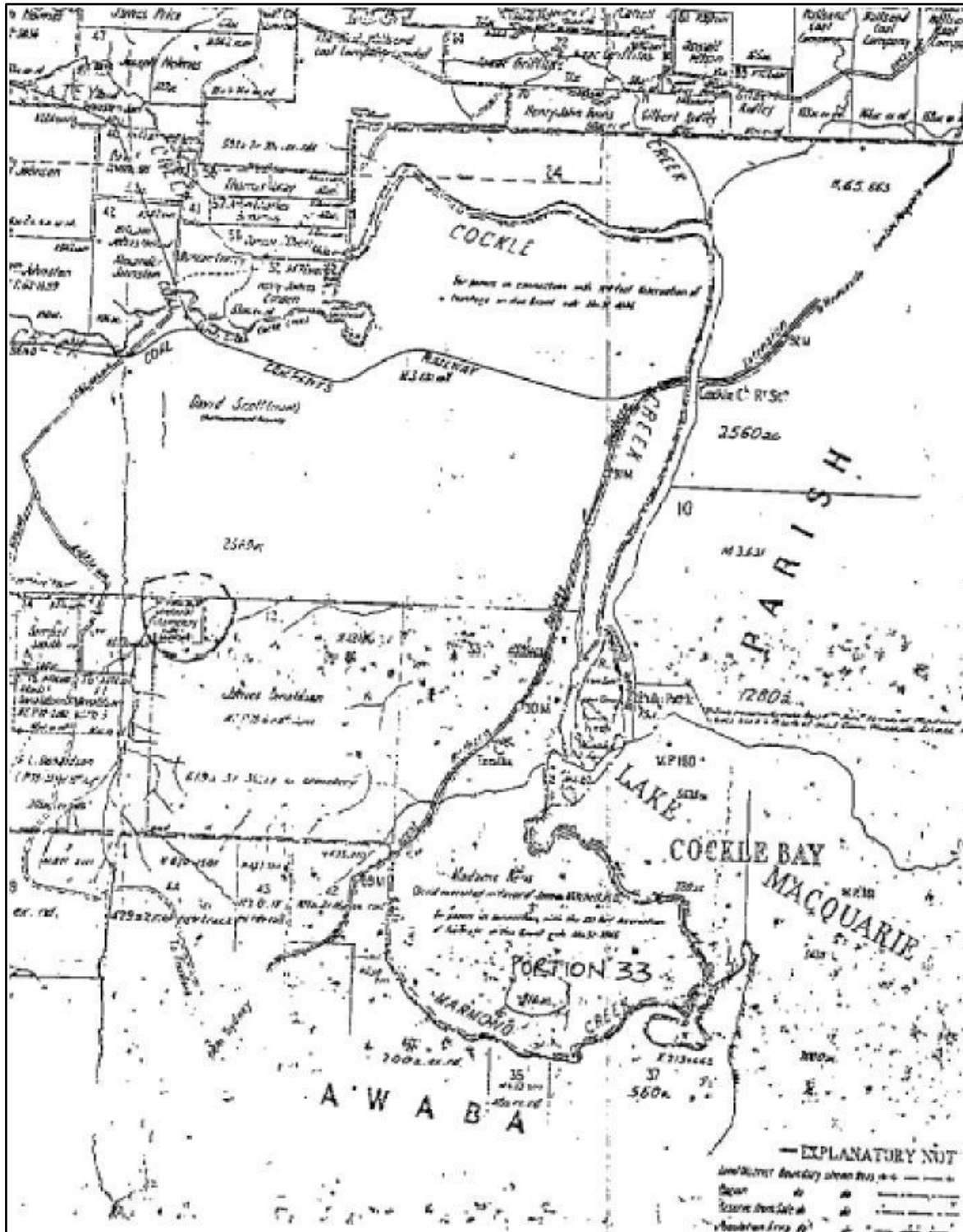
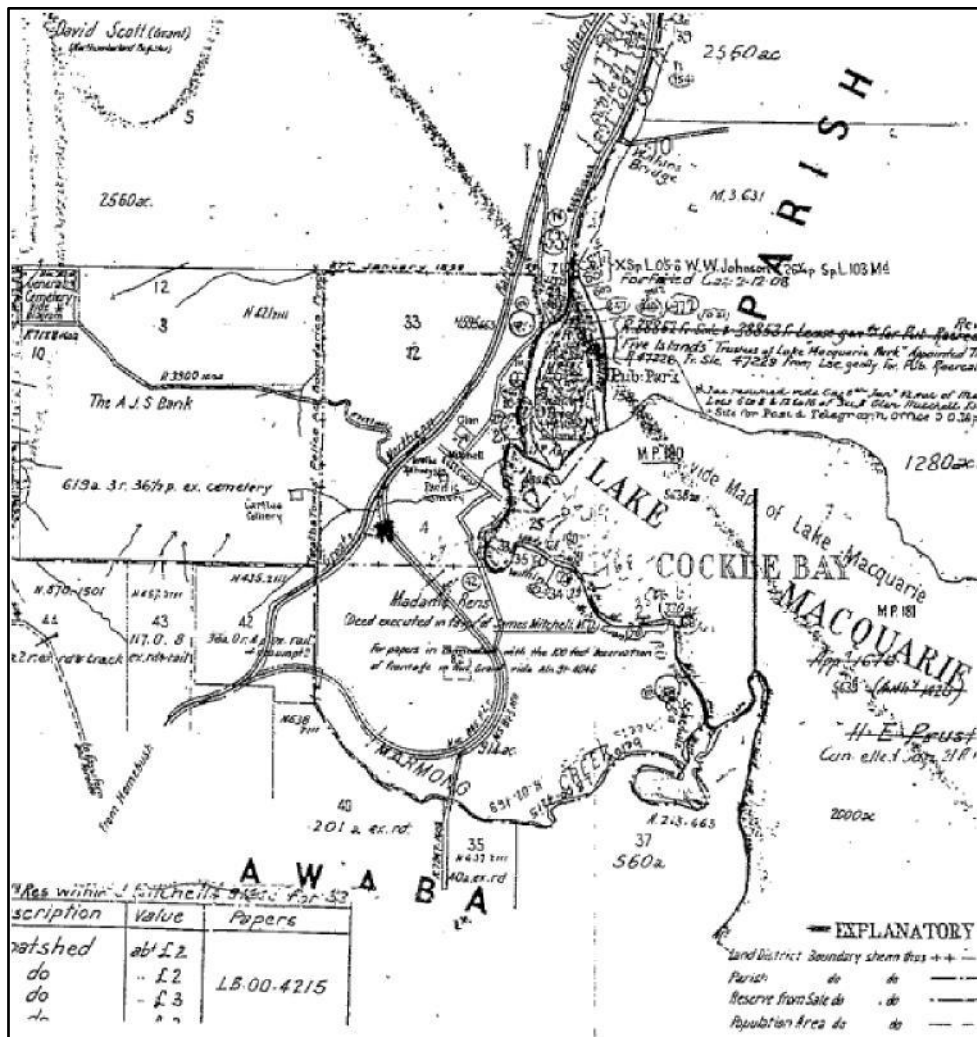


Figure 5 Map of Parish of Teralba, 5th Edition 1892. A general cemetery area is noted but Teralba Cemetery is not shown



An annotation on a 1902 edition of the Teralba Parish Map (held at the East Maitland Lands Office) reads:

*Portion 33. LB 051431. Sur. Beatty rep. Re Cemetery Site. Land already resumed, if more desired advised to communicate with Perpetual Trustee Coy (owners) Misc. 05.17617.597*



**Figure 6 Map of the Parish of Teralba, 6th Edition 1902. Annotated 1905 (no. 82) (East Maitland Lands Office)**

It is surmised that representations regarding the existence of the cemetery had been made to the Lands Department with a surveyor’s report and that the owners had been notified of the planned resumption. This resumption clearly never took place and it is assumed that this was because a later railway deviation effectively cut the cemetery off from the township.

A search of Births, Deaths and Marriage notices in Hunter Valley newspapers from 1901-1905 carried out to inform the 1994 Report found that there were eleven burials notified at Teralba Cemetery. The information indicates that the cemetery was operating as a general cemetery for the township, probably maintained by the local people with some supervision by a local undertaker which was unusual for a period as late as the 1905.

The Teralba Parish Map shows that a separate site was set aside as a ‘General Cemetery at Teralba’. This land was resumed on 13th March 1891 and dedicated on 5th June 1894. This parcel of land was never used

as a cemetery and the site was eventually revoked in 1975. This could lead to the assumption that the local townspeople did not use the cemetery because they were satisfied with the existing one. However, various newspaper articles dating from 1916 to 1935 indicate that local residents were very dissatisfied with the condition of the cemetery and its location. A 1916 article in the Newcastle Morning Herald and Miners' Advocate states:

*The residents of Teralba have been complaining for a long time concerning the neglected state of the local cemetery, which is neither cleared nor fenced, although it has been used as a burial place for upwards of 25 years. Nothing has been done to improve it in any way. It is situated on a hill thickly timbered, with a rough, stony surface, without any pretence whatever of a road to reach it, and when a funeral takes place the horses have the utmost difficulty to reach the area.*

Further articles dating from 1921, 1925 and 1935 state that residents continued to call on the Lands Department to find a more suitable site with several suggested and officially inspected but evidently not eventuating in a new official cemetery site.

Extant monuments in the cemetery suggest a date range of c1880s to c1920s/30s although there is anecdotal evidence that burials may have taken place up to the 1960s/1970s. As the cemetery was not officially established, it was also not officially closed.

### 3.3 NSW Historical Themes

National and state-level patterns of historical development are useful in determining the historical value of a site. Nine historical themes have been developed and adopted by NSW Heritage Council. They are derived from the Australian historical themes prepared by the Australian Heritage Commission. The following table notes the NSW historical themes considered to be in evidence at Teralba Cemetery.

**Table 1 NSW Historical Themes Considered to be in Evidence**

Australian Theme	NSW Theme	Comment regarding Teralba Cemetery
4. Building settlements, towns and cities	Towns, suburbs and villages	Although not officially established, Teralba Cemetery was well used by residents from c.1880s indicating that it formed part of the early development of Teralba as a settlement which started as a large construction camp in the 1880s.
Developing Australia's cultural life	Religion	Teralba Cemetery was used as a general cemetery used by several protestant faith denominations including Wesleyan/Methodist, Congregational and Church of England.
Marking the phases of life	Birth and Death	The use of the cemetery for local burials ensures this theme is evident.



## 4 Physical Description

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The Teralba Cemetery was inspected on 25 and 26 May 2015 as part of archival recording, that report provides a detailed photographic record of the cemetery (RPS 2015). A selection of photographs from this recording exercise is shown in Plates 1 – 4 below.

Access to the cemetery, on the upper slope of a south facing ridge, was via a bush track. The cemetery and general area are within an open forest and is quite secluded. The cemetery has no gate or defined boundary and is identified as being the area with fewer trees, as opposed to the wider area that has denser tree coverage. An informal eroded foot track leads north – south through the approximate centre of the cemetery.

The cemetery exhibits a range of grave types from large formal grave plots with kerbing and marble headstones through to simple graves with bush rock kerbing. There were four grave types identified:

- formal graves with kerbing and /or headstones;
- graves identified by un-bonded brick or garden tile kerbing;
- graves on an east west axis bounded by bush rock kerbing; and
- shallow depressions on an east west axis.

The formal grave plots are large, rather than single plots indicating multiple internments. The kerbing is brick, in most instances cement rendered. One large grave has a series of internal smaller kerbs denoting individual graves. The headstones that remain are of marble with all damaged to some extent and a number to such a degree it is no longer possible to discern identifiable information. Throughout the cemetery there were sections and fragments of cast iron that would have once been part of the grave fencing.

The grave plots marked by un-bonded bricks or terracotta garden tiles have no remaining headstones. Most of these plots were small however one large plot, kerbed in brick was approximately 4m x 4m in size. There was only one grave distinctly marked by terracotta garden tiles, however a collection of broken tiles in the north-west section indicated most likely there had been more.

Several oval shaped areas, roughly on an east –west axis have a perimeter marked by bush rocks. These graves range in size from approximately 0.5m in length to 2m in length, the size of grave plots for children through to those for adults.

Across the cemetery there are several shallow depressions on an east west axis which are similar in size to the bush rock graves. It is most likely these mark the locations of some of the many unmarked grave plots.

The cemetery lacks grave furniture and ornaments. There were some fragments of coloured glass, thought to be from broken vases; and shell, most likely from nearby Lake Macquarie or coastal beaches. There was a range of differing bricks across the cemetery; it is assumed that most were likely part of earlier grave kerbing that have been disturbed. In the northern section of the site near the access track there were two iron fragments set into the ground, they may have been part of a grave or cemetery furniture such as a gate.

The cemetery has suffered significant damage through vandalism, neglect and environmental factors. The condition of the cemetery is considered poor, with the remaining formal graves in poor condition with all headstones damaged to some extent and grave surrounds deteriorating. The location of the simpler graves, formed by bricks, garden tiles and bush rocks could be easily lost through the dislodging of these features.

Photographs and description in Lavelle (1994) indicate further destruction has occurred since that report. This includes: the Thornton headstone has been removed from the grave and lies to the east; neither the Johnson nor Cherry headstones were located and; the Rodgers headstone has been broken.



Plate 1 Dislodged headstone of Robert James Jury (RPS 2015)



Plate 2 Headstone fragments (RPS 2015)





**Plate 3 Teralba Cemetery within bushland setting (RPS 2015)**



**Plate 4 Image showing masonry grave surrounds within Teralba Cemetery (RPS 2015)**

## 5 Significance Assessment

The following assessment uses the seven criteria contained within Assessing Heritage Significance (Heritage Office (former), 2001) as derived from the Burra Charter which identifies the principal heritage values as aesthetic, historic, scientific and social.

The National Trust of Australia (NSW) Guidelines for Cemetery Conservation identifies ten different heritage values that can be evident at historic cemetery sites. These values include historical values; social values; religious values; genealogical information; artistic, creative and technical elements; setting; landscape design; botanical elements; ecological issues; and human remains. The majority of these heritage values overlap with the NSW state heritage criteria.

### 5.1 Significance Assessment

#### 5.1.1 Historical Significance (SHR Criteria A) – An item is important in the course, or pattern, of NSW’s cultural history (or the cultural or natural history of the local area)

The Teralba Cemetery provides an important physical and historical record of the early settlement of Teralba with burials which date from the area’s earliest occupation as a construction camp in the 1880s. The cemetery provides an important historical and genealogical resource, recording members of local families.

Teralba Cemetery embodies historic significance at the local level.

#### 5.1.2 Associative Significance (SHR Criteria B) – An item has strong or special association with the life or works of a person, or a group of persons, of importance in NSW’s cultural or natural history

The cemetery contains some graves with legible headstones; however, there is no evidence to suggest that any of the known individuals buried in the cemetery are of importance to the history of the local area.

There is no evidence to suggest that Teralba Cemetery meets this criterion.

#### 5.1.3 Aesthetic Significance (SHR Criteria C) – An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement

The remnant bushland setting of the cemetery combined with the remains of the graves and headstones creates results in a visually pleasing location. It is evocative of the pioneer era of the area’s settlement. It is understood that the headstones and grave remains are in such a poor state that there is little evidence to suggest that they illustrate distinctive artistic creativity.

Teralba Cemetery and its setting embody aesthetic significance at a local level.

#### 5.1.4 Social Significance (SHR Criteria 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

Cemeteries in general have an important commemorative function and communities often have reverential attitudes towards them. They will have a special significance for descendants of those interred and are an important genealogical resource. Although community consultation has not been carried out to inform this



plan of management, it is understood that the cemetery has been a focus of community concern for some time and that it is valued by the descendants of those buried there as well as the local community. It is understood that the cemetery continues to be regularly visited by descendants.

Teralba Cemetery is considered to meet the social significance criteria at a local level.

### **5.1.5 Research Potential (SHR Criteria E) – An item has potential to yield information that will contribute to an understanding of NSW’s cultural or natural history**

There is no evidence to suggest that Teralba Cemetery has potential to yield information that will contribute to an understanding of the local area’s history.

Teralba Cemetery does not meet this criterion.

### **5.1.6 Rarity (SHR Criteria 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)**

The Teralba Cemetery is uncommon in its location on freehold land together with its continued use despite the gazettal of other cemeteries in western Lake Macquarie. In addition, the lack of a formal management structure for the cemetery has resulted in an informal layout of individual grave rows.

Teralba Cemetery is considered to meet the criterion of rarity at the local level.

### **5.1.7 Representativeness (SHR Criteria G) – An item is important in demonstrating the principal characteristics of a class of NSW’s (or the local area’s) cultural or natural places; or cultural or natural environments**

Teralba Cemetery presents a simple 19th century design and while the rows are random, the orientation of graves is generally on an east-west access. The cemetery contains typical examples of late 19th century and early 20th century monumental masonry. The cemetery is representative of general cemeteries from the late 19th century and early 20th century, though lacking formality provided by a cemetery management body. Its abandonment in the mid-20th century resulted in it retaining that early form rather than developing as a modern cemetery.

Teralba Cemetery does not meet this criterion.

## **5.2 Statement of Significance**

Teralba Cemetery is a locally significant heritage place that embodies historic, aesthetic, social and rarity as heritage values. The cemetery is significant in that, despite being on freehold land and never gazetted, it remained in use into the mid-20th century. Burials within the cemetery date from the area’s earliest occupation in the 1880s as a construction camp and as such, it provides an important record of Teralba’s development as well as its early residents. The cemetery is socially significant as a genealogical resource and as a commemorative place for the descendants of those buried there and the local community in general. The attractive bushland setting and its juxtaposition with the remaining grave structures contribute towards the site’s aesthetic values. The cemetery is uncommon in its location on private land and its continued use despite never being gazetted. The informal layout of grave rows is unusual however the extant monumental masonry and the orientation of graves is consistent with other cemeteries in the area.

## 6 Constraints and Requirements

The following section outlines the principle constraints and opportunities or requirements relating to the Teralba Cemetery site. This analysis will inform the conservation management policies in the next section (Section 7).

### 6.1 Constraints

#### 6.1.1 Statement of Significance

The heritage significance assessment in Section 3.0 of this report and the corresponding Statement of Significance explains the heritage values in evidence at the Teralba Cemetery site. This significance is embodied by extant fabric, the former cemetery's landscape features and setting as well as views amongst other matters. In order to safeguard and conserve the heritage significance of the site, constraints on activities include:

- The Teralba Cemetery should be safeguarded and managed in line with best practice standards including the Burra Charter.
- Extant cemetery monuments and structures should be retained and conserved including grave surrounds and the remains of bush rock surround graves.
- Landscape features including plantings should be retained and maintained.
- The bushland setting of the cemetery should be protected such that the secluded character of the place is retained.

#### 6.1.2 Burra Charter & Best Practice Management Standards

Best practice standards in relation to the management of heritage places include the Burra Charter and guidance produced by the NSW Office of Environment and Heritage on conservation management planning. Specifically related to the historic cemeteries is the National Trust Guidelines for Cemetery Conservation (Second edition 2009) which provides detailed guidance on assessing and managing historic cemeteries as well as technical conservation and repair advice.

Relevant principles applicable to the conservation and management of Teralba Cemetery with reference to the articles of the Burra Charter include:

- *Article 2. Conservation and management* – the cultural significance of Teralba Cemetery should be retained and safeguarded including ensuring that it is not left at risk or in a vulnerable state.
- *Article 3. Cautious approach* – this entails “changing as much as necessary but as little as possible”. Changes to a place should not distort the physical or other evidence it provides.
- *Article 4. Knowledge, skills and techniques* – in considering repairs to and the conservation of the fabric of Teralba Cemetery, appropriately skilled disciplines should be employed for the work; and traditional techniques and materials are preferred.
- *Article 8. Setting* – An appropriate visual and sensory setting should be retained for Teralba Cemetery such that new development does not adversely impact on views or the appreciation of the place.
- *Article 9. Location & Article 10. Contents* – the fabric and moveable contents of Teralba Cemetery should remain in its historical location; where relocation is proposed for restoration purposes there should be sufficient evidence of the proposed new location.

- *Article 12. Participation* – The conservation, interpretation and management of Teralba Cemetery should allow for the participation of all those for whom the place has significant associations and meanings. This would include the descendants of those buried at the cemetery.
- *Article 16. Maintenance* – The maintenance of extant fabric of Teralba Cemetery is fundamental to the conservation of the place and the retention of its heritage significance.
- *Article 19. Restoration & Article 20. Reconstruction* – Restoration of any extant fabric at the Cemetery should not be based on sufficient evidence of an earlier state. Reconstruction is appropriate where grave structures are incomplete and there is sufficient evidence to reproduce an earlier state of the fabric. Reconstruction should be identifiable on close inspection or through additional interpretation.
- *Article 25. Interpretation* – The cultural significance of Teralba Cemetery can be explained by interpretation. Interpretation should enhance understanding and engagement and be culturally appropriate.
- *Article 27. Managing change* – Any proposed changes to Teralba Cemetery should be assessed with reference to its Statement of Significance and agreed policies for its management.
- *Article 28. Disturbance of fabric* – disturbance of fabric should be minimised and only undertaken to provide data essential about the conservation of a place; or, in the case of archaeological excavation, investigation should be based on important research questions which have the potential to add to knowledge which cannot be answered in other ways.
- *Article 29. Responsibility* – organisations and individuals responsible for the management of Teralba Cemetery should be identified to ensure specific responsibility is taken for each decision.
- *Article 30. Direction, supervision and implementation* – competent direction and supervision should be maintained at all stages in the management of Teralba Cemetery with changes implemented with people with the appropriate knowledge and skills.
- *Article 32. Records* – records of the management of Teralba Cemetery and its history should be protected and archived appropriately. It should be made publicly available subject to requirements of security and privacy.

### 6.1.3 Physical Condition

As noted in Section 4, the physical condition of fabric associated with the graves appears to be poor having been subject to damage through vandalism, environmental factors and neglect. In particular, the majority of the formal stone headstones have been dislodged and broken into pieces; and, many of the simple graves marked by bush rocks for instance are in danger of being dislodged and lost through overgrown grass and foliage. Consequently, action is required to arrest deterioration; repair/restore fabric where appropriate; and, improve security of the site to discourage further vandalism.

### 6.1.4 Statutory Controls as a local heritage place

“Teralba Cemetery Billygoat Hill” is included as a local heritage place in Schedule 5 ‘Environmental Heritage’ of the Lake Macquarie Local Environmental Plan (LEP) 2014. As such, the clauses within the LEP which relate to the management of heritage places and requirements with regard to development proposals apply (refer to Section 2.3).

## 6.2 Opportunities & Requirements

### 6.2.1 Repair and Upkeep

As highlighted in Section 4 of this report, the physical condition of the grave remains and built fabric of Teralba Cemetery is poor having been subject to vandalism, neglect and environmental decay over many years. In order to ensure that the heritage significance of the site is safeguarded in the long term, it will be fenced and maintained.

### 6.2.2 Security

It is understood that Teralba Cemetery has been subject to vandalism over of a number of years which have resulted in significant damage to the headstones in particular. At present the cemetery has no boundary treatment to deter entry or any other security measures. It is recommended that the introduction of security measures be investigated and in particular, a boundary fence. It is noted that the boundary fence should fit with the character and appearance of the site in the bushland setting (Appendix 1).

### 6.2.3 Interpretation

Teralba Cemetery is a low key site which reads as built remains within a secluded bush setting, but, a full appreciation of the heritage significance of the site and its connection to the early development of Teralba is not possible. Further, the deteriorated condition of the fabric means that many of the headstones are illegible. Therefore commemorative signage could be installed at strategic locations (Appendix 1) to provide a reminder of those past pioneers of the Teralba locality.

It is understood that there is strong local community interest in the cemetery and that descendants of those buried there continue to visit the graves.

### 6.2.4 Community Engagement

As noted, there is understood to be strong community interest in Teralba Cemetery and that graves continue to be regularly visited by descendants. Consequently, it is recommended that community support and engagement in the future management of the cemetery be explored.



## 7 Conservation Policy

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### 7.1 Conservation Standards

Teralba Cemetery is recognised as a local heritage place through its inclusion in Schedule 5 'Environmental Heritage' of the Lake Macquarie LEP 2014. As a local heritage place, it should be managed in line with best practice and policy standards including:

- The Burra Charter 2013 and associated Practice Notes;
- Relevant Office of Environment and Heritage guidance;
- The National Trust Guidelines for Cemetery Conservation (Second Edition, 2009); and,
- Clause 5.10 'Heritage Conservation' within the Lake Macquarie LEP 2014.

### 7.2 Built Fabric

This assessment has identified the heritage significance of the Teralba Cemetery. The following policies developed in accordance with National Trust Guidelines for Cemetery Conservation (2009) inform the conservation and management of the extant built fabric at Teralba Cemetery.

1. All repair work should be undertaken in accordance with the National Trust Guidelines for Cemetery Conservation (2009).
2. Remaining built fabric comprising headstones, fragments and grave surrounds including those forming the bush rock graves should be retained in situ and conserved.
3. Where fabric has been displaced so badly that it is not clear where it originated, it should be photographed, recorded and retained on site within an allocated area.
4. Where the original location of displaced fabric can be attributed to a known grave, it should be returned to that place.
5. Repair of damaged monuments should be undertaken by appropriately qualified monumental mason or conservation practitioner with experience of dealing with historic cemetery fabric.
6. Selective restoration work may be appropriate where there is sufficient evidence of the original form of the headstone/grave surround, etc and extant fabric has not deteriorated beyond the point of repair.
7. Stabilisation of those standing features which are in a precarious state should be carried out as a priority.

Specific advice on the individual features can be found in **Section D Archival Recording and Conservation Management**.

### 7.3 Setting and landscape

New development has been approved beyond the immediate setting of Teralba Cemetery; however, the following policies relate to the conservation and management of the site's immediate setting and landscape character:

1. The surrounding bush setting of native trees with understorey vegetation should be maintained within the site identified as the cemetery land to be dedicated to Lake Macquarie City Council.
2. An appropriate visual buffer should be set between the cemetery and its landscaped setting and new residential development.

3. Plantings within the cemetery should be maintained and no significant new plantings introduced.
4. Fencing surrounding the cemetery to improve the site's security is recommended.

## 7.4 Archaeology

RPS carried out ground penetrating radar (GPR) survey of the cemetery site in early 2015 which identified unmarked burials. Further, site inspection identified several shallow depressions on an east-west axis across the site identified as the cemetery land likely to indicate unmarked graves. An Excavation Exception permit under S139(4) of the *Heritage Act (1977)* has been issued by the Heritage Council for the completion of landscaping work (**Section E Archaeological Assessment**).

All works undertaken must be in accordance with the conditions of that permit.

## 7.5 Use

It is understood that Teralba Cemetery will be dedicated as a reserve to be managed by Lake Macquarie City Council. It is recommended that the following policies be followed in this respect:

1. Teralba Cemetery should be managed in the long-term as a historically significant site with opportunities to introduce heritage interpretation fully explored (refer to 7.6 below).
2. Passive recreation should be encouraged such that the cemetery can remain a place of quiet contemplation where the descendants of those buried can visit in peace.
3. The addition of additional elements within the cemetery such as seating is possible as long as the character of the place as a simple bush cemetery is respected and maintained.

## 7.6 Heritage Interpretation

It is recommended that a heritage interpretation strategy for Teralba Cemetery be prepared which looks at how the heritage significance of the site can be celebrated in such a way that does not adversely impact the character and appearance of the place.

In determining appropriate heritage interpretation outcomes, it is recommended that community engagement take place to ensure that the aspirations for the place by the local community and descendants are respected.

## 7.7 Management

Upon transfer of the site to the management of Lake Macquarie City Council, it is recommended that a management committee be convened with roles and responsibilities for the various aspects of the cemetery's management clearly allocated.

## 7.8 Review

In line with best practice standards, this Plan of Management should be reviewed for currency every 5 years.

## 8 Action Plan

The following table sets out a series of actions leading from the policies outlined in the previous section with the level of priority noted. RPS has not costed any of the actions noted and has not been party to any financial information on the management of Teralba Cemetery.

**Table 2 Action Plan Summary Table**

<b>Action</b>	<b>Level of priority</b>
Review and adoption of Plan of Management following review by appropriate bodies including City of Lake Macquarie Council	High
Catalogue extant grave fabric in line with National Trust guidelines	High
Gather displaced fabric and retain on site or place in original location if known	Medium - High
Erection of new fence for security purposes	High
Identify and formalise the cemetery land to be dedicated to Lake Macquarie City Council	Medium - High
Preparation of heritage interpretation strategy (Appendix 1)	Medium
Upon transfer to Council a management structure to oversee management of the cemetery to be developed	High
Community consultation with regard to heritage interpretation and ongoing management of the site	Medium - High
Commence appropriate management regime upon completion of cataloguing and collection of displaced fabric	Medium
Plan review every 5 years	Low

## 9 References

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Lavelle, S & Turner, J. 1994. Historical Archaeology Study and Plan of Management Teralba Cemetery. Unpublished report for Landcom and Sinclair Knight.

Parsons, M & Newcastle Family History Society. 2002. The Big Hill: a tribute to the pioneers interred in Teralba and district cemeteries, N.S.W.

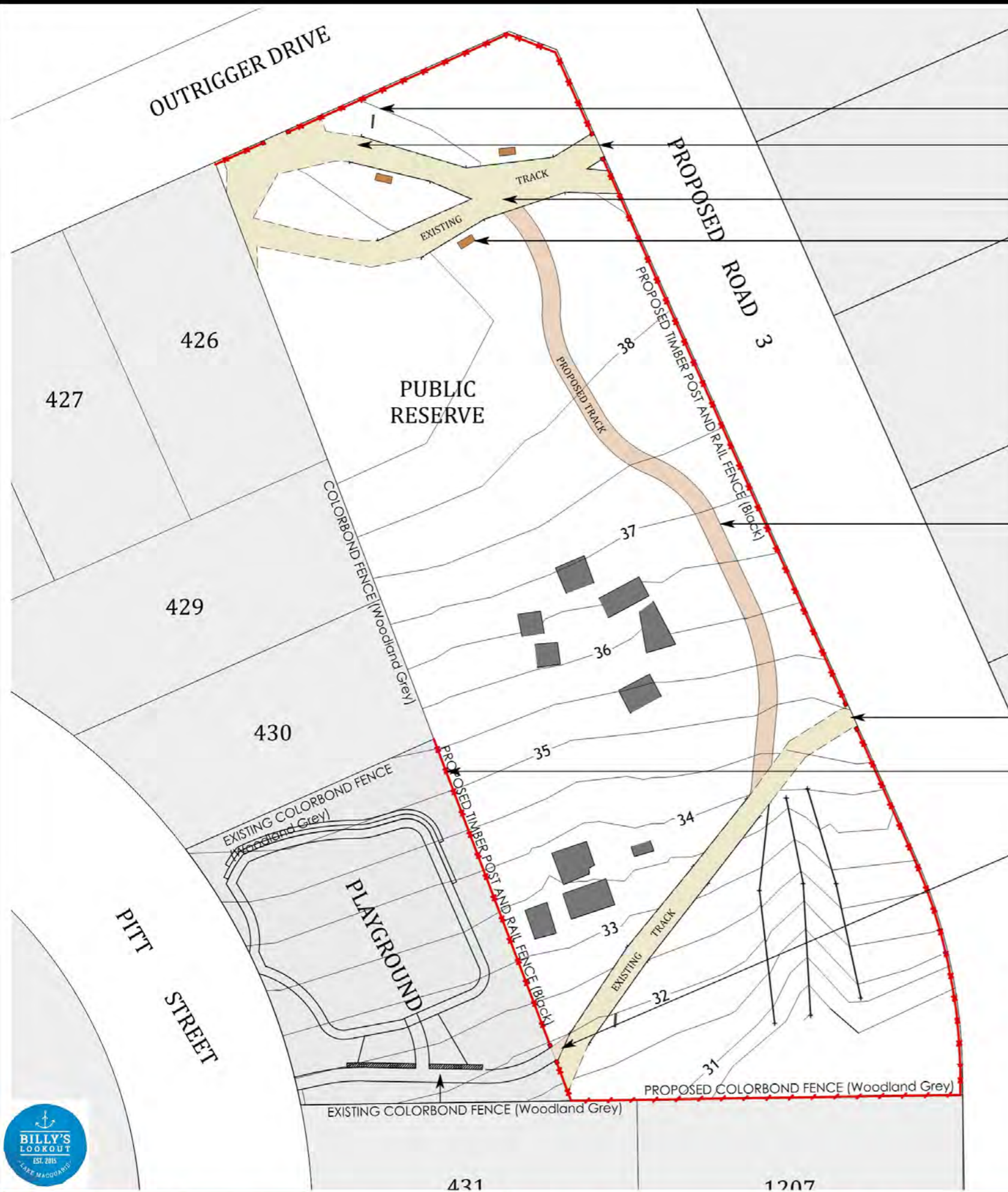
RPS

# Appendix A

## Landscape Plan

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Commemorative plaque / story board / register of burials.  
 Opening in Timber Post & Rail Fence. Entrance to Cemetery.

Existing paths to be reinstated where possible.

Seating constructed from sandstone blocks capped with timber slats. Refer to details on MG02. Locations to be confirmed onsite once surveyed by qualified Archaeologist on site prior to installation.

Proposed gravel path with timber edging to create an appropriate link through the cemetery. Location suitability to be confirmed onsite by qualified archaeologist once surveyed prior to any construction.

Opening in Timber Post & Rail Fence. Entrance to Cemetery.

Black Timber Post & Rail Fence along boundary of Cemetery and Playground.

Opening in Timber Post & Rail Fence. Entrance to Cemetery Park.

**LEGEND**

- PROPOSED TIMBER POST & RAIL FENCE (1200h) BLACK
- PROPOSED COLORBOND FENCE (1800h) WOODLAND GREY
- EXISTING TRACK TO BE MADE GOOD
- PROPOSED GRAVEL TRACK (LOCATION TO BE CONFIRMED ONSITE)
- PROPOSED SANDSTONE BENCH SEATING (LOCATION TO BE CONFIRMED ONSITE)



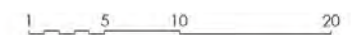
SANDSTONE LOG (VARYING LENGTHS)



HARDWOOD TIMBER CAPPING TO BE FIXED TO TOP OF SANDSTONE LOG (STAINED TO DARK TONE)



TIMBER POST & RAIL FENCE (BLACK) BOUNDING THE CEMETERY TO SURROUNDING ROADS AND PLAYGROUND.



**PROJECT**  
 BILLY'S LOOKOUT  
 PITT STREET - TERALBA

**DRAWING**  
 FENCING, SEATING &  
 FOOTPATH PLAN

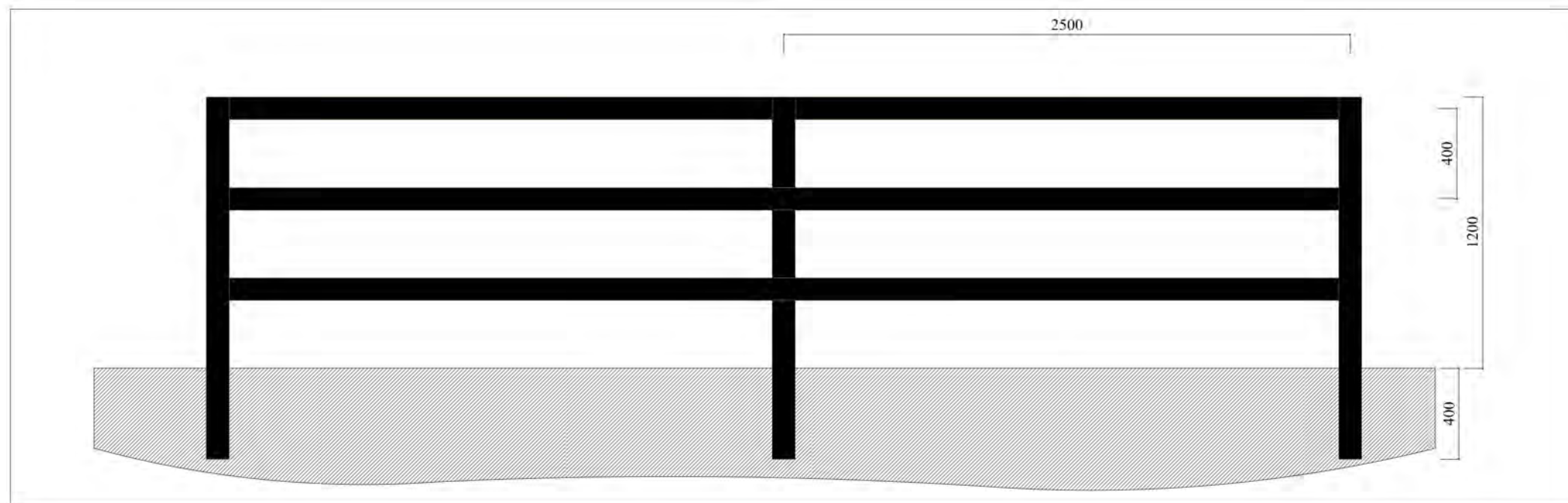
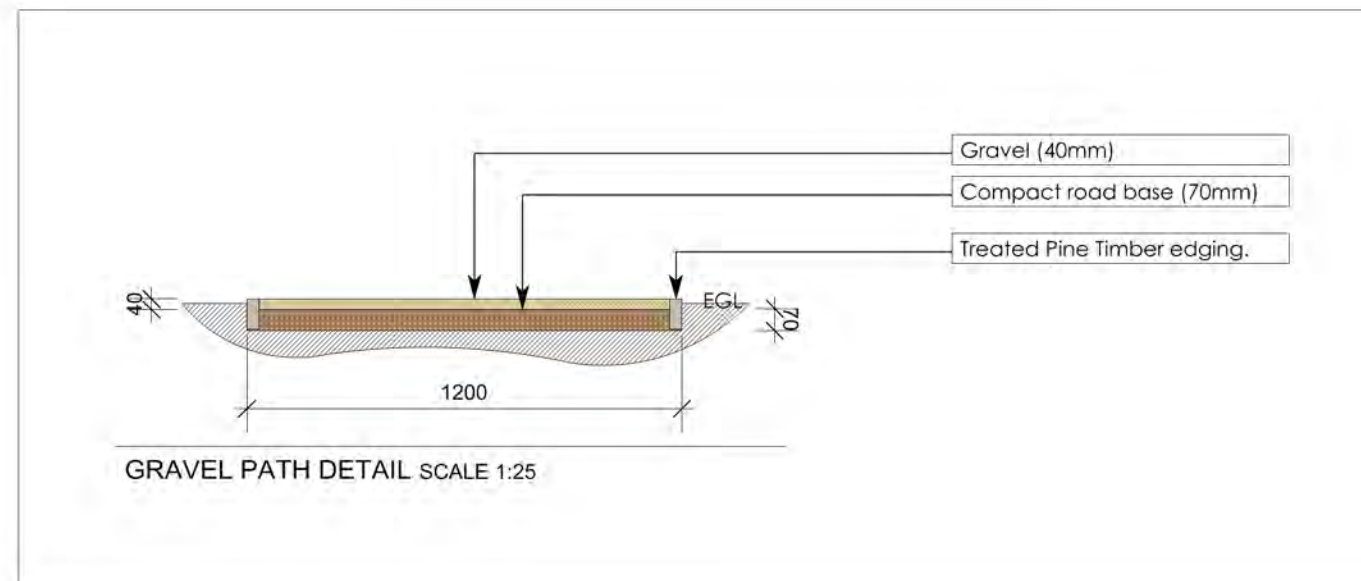
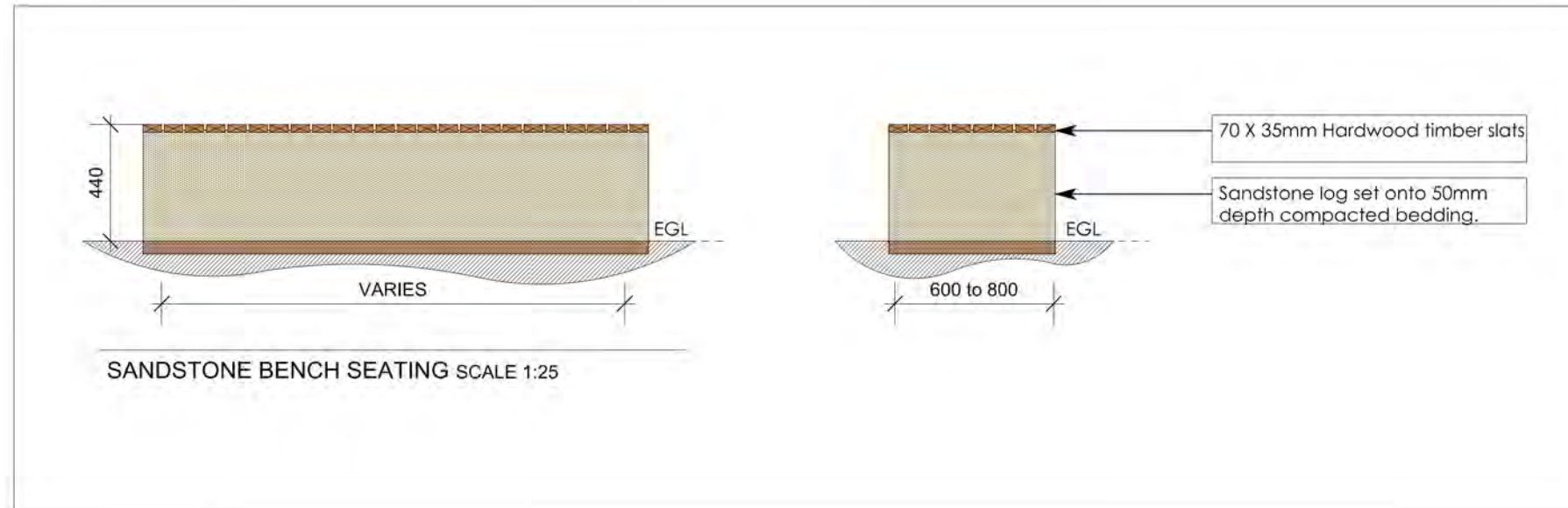
**LOCATION**  
 LOT 31 & 32 DP 858667  
 LOT 2 DP628454

**DA NUMBER**  
 DA/3478/2002/G

REVISION	DATE	DETAILS
REV A	03.06.2016	CEMETERY PLAN
REV B	06.09.2017	CEMETERY PLAN
REV C	12.02.2018	FENCING, SEATING & PATH
REV D	10.07.2018	FINAL FOR POM

DATE	REVISION
10.07.18	D
SCALE	DRAWING
1:500 @A3	MG01





RPS

# Appendix B

## Playground Plan

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35

Privacy buffer of dense native shrubs and trees between playground and neighbouring properties.

Turfed area

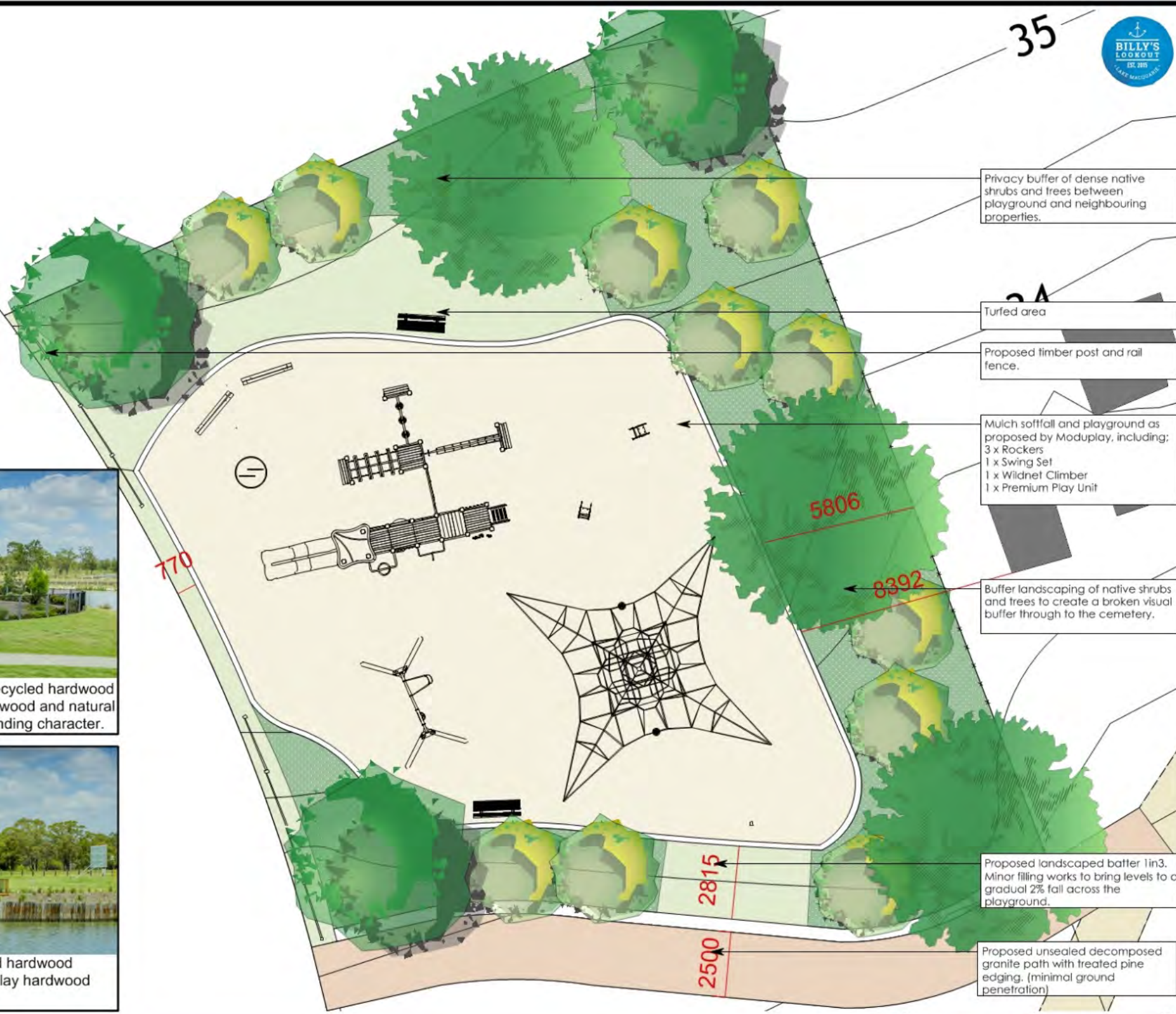
Proposed timber post and rail fence.

Mulch softfall and playground as proposed by Moduplay, including:  
 3 x Rockers  
 1 x Swing Set  
 1 x Wildnet Climber  
 1 x Premium Play Unit

Buffer landscaping of native shrubs and trees to create a broken visual buffer through to the cemetery.

Proposed landscaped batter 1 in 3. Minor filling works to bring levels to a gradual 2% fall across the playground.

Proposed unsealed decomposed granite path with treated pine edging. (minimal ground penetration)



Recycled rustic hardwood timbers to used feature elements and in leiu of standard playground materials.



Example Pelican Park - Heritage Parc. Combination of recycled hardwood and standard playground equipment. Black painted hardwood and natural brown / grey timbers settle the playground into its surrounding character.



Example Fountains Park - Heritage Parc. Use of recycled hardwood timbers to support swings and climbing elements. Moduplay hardwood timbers where required painted black.



**PROJECT**  
 BILLY'S LOOKOUT  
 PITT STREET - TERALBA

**DRAWING**  
 PLAYGROUND PLAN

**LOCATION**  
 LOT 31 & 32 DP 858667  
 LOT 2 DP628454

**DA NUMBER**  
 DA/3478/2002/G

REVISION	DATE	DETAILS
REV A	18.11.2016	PLAYGROUND PLAN
REV B	20.12.2016	Remove flying fix and locations

DATE	REVISION
20.12.16	B
SCALE	DRAWING
1:150 @A3	MG02

# Appendix B

## Assessment of Comparable Cemeteries

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RPS

TERALBA CEMETERY, LAKE MACQUARIE NSW  
*Comparative Analysis with local historic cemeteries*

Prepared for **McCloy Group**

8 JANUARY 2019



---

Prepared by:

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### Document Status

Version	Purpose of Document	Orig	Review	Review Date
First Draft	QA review	Joanne McAuley, RPS Principal Heritage Consultant	Darrell Rigby	24.10.2017
Second Draft/Final	Client approval	Joanne McAuley,	Harry Thomson, McCloy Group	30.11.2017
Final	For Issue	Joanne McAuley, / Laraine Nelson	S Smith	18/07/2018
Rev Final	For Issue	Joanne McAuley, / Laraine Nelson	A Byrne	08.01.2019

### Approval for Issue

Name	Signature	Date
Alex Byrne		08.01.2019

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  - 1.3 Methodology .....2**
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  - 2.1 Comparative Analysis .....4**
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## Summary

RPS has been instructed by the McCloy Group to carry out a comparative analysis of local historic cemeteries in the Lake Macquarie and Newcastle City LGAs in relation to Teralba Cemetery, a local heritage place.

Based on readily available information, in particular NSW State Heritage Inventory (SHI) entries, this analysis looks at the history, heritage values and key characteristics of fifteen historic cemeteries and burial places in the LGAs identified.

Of the fifteen listed cemeteries/burial places considered in this comparative analysis, a majority of eight are general cemeteries that largely date from the late 19<sup>th</sup> and early 20<sup>th</sup> centuries. Teralba Cemetery was in effect a general cemetery although it is an anomaly in this respect because the land was never officially dedicated as a cemetery reserve.

Cemetery design and layout is generally characterised by a degree of formality with a straight line or grid system and different denominations clearly separated. Teralba Cemetery is described in the 1994 report as presenting a “simple nineteenth century design and layout” although there is no evidence of a formal boundary, yet there may be what is thought to be remnants of a gated entry way. There is some evidence of a semi-formal layout with graves arranged on an east-west axis although grave rows are not clearly defined and they have a variable orientation. There is also evidence of unmarked graves. It is also understood that there is no denominational separation. From the information available, none of the eight locally listed general cemeteries identified in this comparative analysis display the irregular and semi-formal layout displayed at Teralba.

Teralba Cemetery has no discernible landscape features which is consistent with its relatively informal layout. Most of the general cemeteries and indeed the one church cemetery in this comparative analysis have planned landscape features including clear boundary treatments ranging from metal fencing to timber post and rail, have formal entrances or gates and in several instances have signage. The previous native bushland setting and general landscaping of the cemetery are not anomalous as it would appear that of the historic cemeteries examined, low-key landscaping was a common characteristic.

Four grave types are identified at Teralba Cemetery comprising formal graves with kerbing and/or gravestones, graves identified by unbonded brick or garden tile kerbing, graves bound by bush rock kerbing and shallow depressions. The cemetery lacks grave furniture and ornaments. Surviving monuments erected in the cemetery follow the typical designs of their era with inscriptions and motifs also representative examples in this period.

In conclusion, Teralba Cemetery, while similar to other local nineteenth century cemeteries in its simple layout and grave furniture, it varies from the other historic cemeteries looked at by virtue of the fact that:

- The land was never formally gazetted as a cemetery and historic newspaper articles indicate that use of the cemetery was never intended as a long-term proposition and that no municipal efforts were made to instigate improvements to its drainage, layout or access;
- The informal layout of the cemetery is an anomaly. Although graves are arranged in an east-west axis, the rows are irregular and different denominations are not separated; and,
- The overall condition and level of intactness of Teralba Cemetery is markedly poorer than the other historic cemeteries analysed to the point that integrity has been damaged.

## 1.0 Introduction

### 1.1 Instruction

RPS has been instructed by the McCloy Group to carry out an analysis that compares the locally listed Teralba Cemetery included in Schedule 5 'Environmental Heritage' of the Lake Macquarie LEP 2014 with other historic cemeteries and burial places in the Newcastle City and Lake Macquarie local government areas (LGAs). This comparative analysis will inform an updated Statement of Significance for the cemetery and form part of the Plan of Management.

### 1.2 Study Area

The study area for this report is specifically Teralba Cemetery located within (Lots 31 & 32 DP 858667/ Lot2 DP628454) with the area identified by Lake Macquarie City Council DA3478/2002/G. As noted above, more broadly this comparative analysis looks at known historic cemeteries and burial places in the Newcastle City and Lake Macquarie LGAs as listed in Section 2.0 of this report.

### 1.3 Methodology

Comparative analysis is a tool used when carrying out an assessment of the heritage values or criteria that are in evidence in a heritage place; particularly to determine the level of significance and/or whether threshold indicators such as rarity (NSW heritage criterion (f)) and representativeness (NSW heritage criterion (g)) are met. For instance and in line with *Assessing heritage significance* (NSW Heritage Office, 2001), level of significance and specifically rarity value can only be definitely determined by comparison with other like items or by proving that there is no documentation on similar items.

As well as the aforementioned *Assessing heritage significance*, this report complies with best practice standards including *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013* (The Burra Charter) and related Practice Notes, in particular, *Understanding and assessing cultural significance* (November 2013).

The *National Trust Guidelines for Cemetery Conservation* (2<sup>nd</sup> Edition, 2009) provides helpful advice and best practice standards that include defined heritage values relating specifically to cemeteries; advice on key characteristics for use when analysing cemeteries; and, principles for maintenance and repair. This document has been useful for this comparative analysis in its provision of clear characteristics by which to compare historic cemeteries.

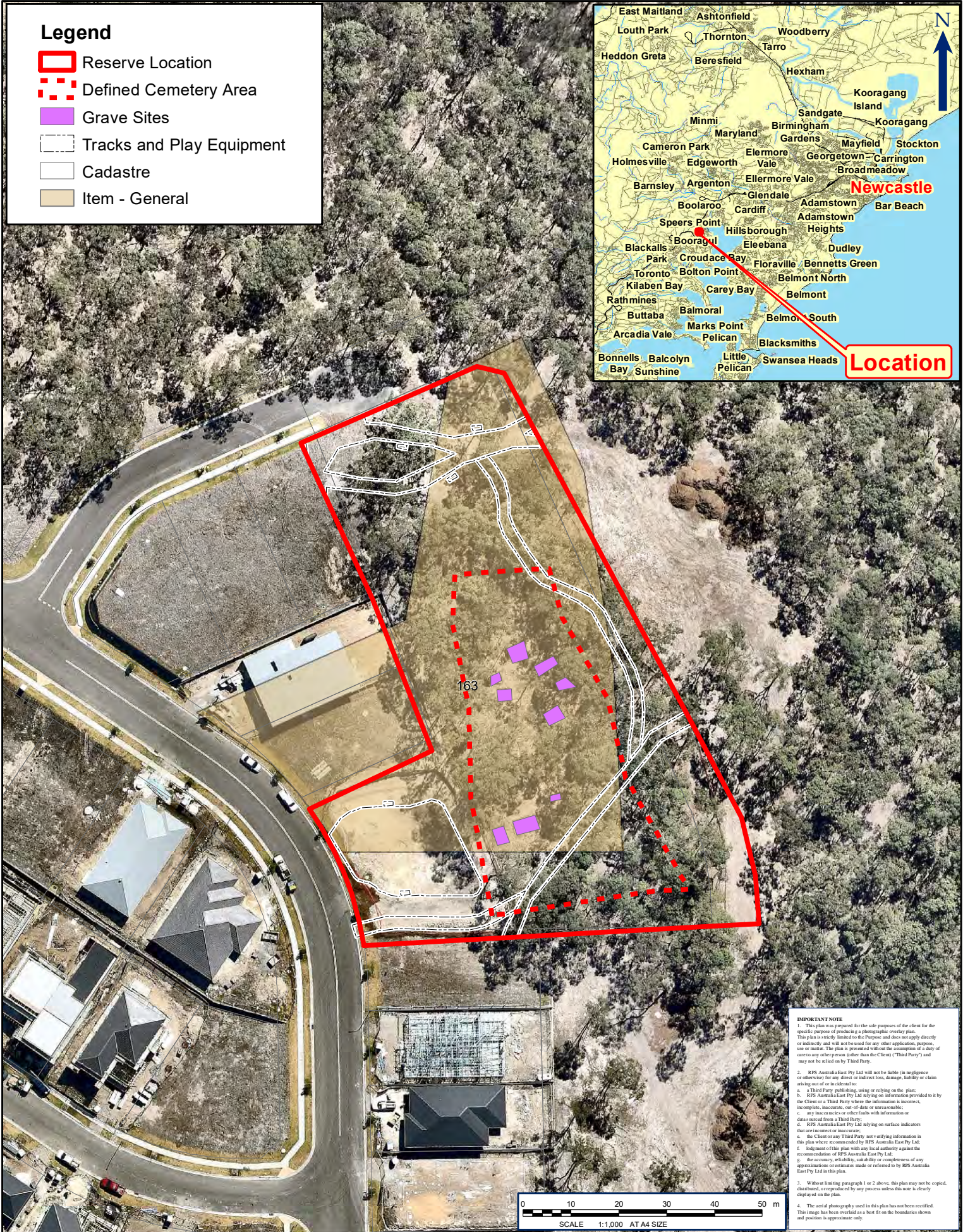
### 1.4 Authorship & Acknowledgements

This report has been prepared by Joanne McAuley, RPS Principal Heritage Consultant and reviewed by Darrell Rigby, Regional Technical Director Cultural Heritage and Newcastle General Manager.



# Legend

- Reserve Location
- Defined Cemetery Area
- Grave Sites
- Tracks and Play Equipment
- Cadastre
- Item - General



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0 10 20 30 40 50 m  
SCALE 1:1,000 AT A4 SIZE

**FIGURE 1: SITE LOCATION**

LOCATION: <b>BILLY'S LOOKOUT PITT ST, TERALBA</b>	DATUM: GDA94 PROJECTION: MGA Zone 56
JOB NO.: <b>PR 135276</b>	Data Sources: RPS NearMap
PURPOSE: <b>PLANNING</b>	
Technician: Natalie Wood	Date: 9/02/2018



## 2.0 Comparative Analysis

The following section contains a comparative analysis of historic cemeteries in the Newcastle City and Lake Macquarie City Council local government areas (LGAs). The historic cemeteries identified can be found in searches of the State Heritage Inventory (SHI) for the two LGAs; they are also mentioned, for the most part, in the 1994 Historical Archaeological Study and Plan of Management for Teralba Cemetery (Siobhan Lavelle in association with Dr John Turner) (hereafter the '1994 report').

It is noted the 1994 report finds that "the Teralba Cemetery is an anomaly which does not conform with the pattern of establishment and use of late nineteenth century formal general cemeteries" (Section 5.3). However, the report goes on to state in Section 5.4 'Statements of Cultural Significance for the Teralba Cemetery',

*The cemetery presents a simple nineteenth century design and layout and its development in the early twentieth century and contains typical examples of late nineteenth and early twentieth century monumental masonry...The inscriptions and motifs recorded on the monuments are also representative examples of funerary traditions and symbolism in this period (p.16).*

### 2.1 Comparative Analysis



A comparative analysis of the fifteen listed historic cemeteries or burial places in the Newcastle City LGA and Lake Macquarie LGA is provided in the table below with key findings provided in Section 2.2. All of the sites are local heritage places included in Schedule 5 "Environmental Heritage" of the Newcastle Local Environmental Plan (LEP) 2012 and the Lake Macquarie LEP 2014 with the exception of the 'Christ Church Cathedral, Movable Collections, Cemetery and Park' which is also included on the State Heritage Register (Listing no. 01858).



Six additional unlisted historic cemeteries are mentioned in Section 5.3 'Contextual Analysis' of the 1994 report, all of which are located within the Lake Macquarie LGA; four are assessed as having local heritage significance and are described/assessed in the City of Lake Macquarie Heritage Study (Suters, Doring, Turner Study 1992-1993). Details of the six sites are provided below:

- Belmont General Cemetery: not included in the 1992-93 study or Schedule 5 of the LEP. It is noted as having been established in 1879 in the 1994 report with no further details.
- Wye General Cemetery: included as item no. WY-03 in the 1992-93 study and not included in Schedule 5 of the LEP. Assumed date of construction/establishment is 1920; the site is described as a small and remote cemetery with some interesting and ornate graves which in the early 1990s were intact. Information is not provided on heritage criteria met or historical themes in evidence.
- Bethshan Mission Cemetery, Wye: included as item no. WY-01 in the 1992-93 study and not included in Schedule 5 of the LEP. Graves date from 1930 but assumed earlier; the site is described as a small cemetery on gently sloping, cleared land containing a large number of graves with mostly simple headstones. The cemetery was described as well cared for in the early 1990s. Information is not provided on heritage criteria met or historical themes in evidence.
- Seventh Day Adventist Cemetery, Cooranbong: not included in the 1992-93 study or Schedule 5 of the LEP. It is noted as having been established in 1898 in the 1994 report with no further details.
- Anglican Cemetery, Cooranbong: included as item no. CB-04 in the 1992-93 study and not included in Schedule 5 of the LEP. Historic records indicate the cemetery was dedicated in 1893; the cemetery is described as containing about ten older graves located on the eastern side and is considered to have been compromised by changes to the east boundary as a result of alterations and restrictions of the original boundary. Information is not provided on heritage criteria met or historical themes in evidence.



- Morisset Cemetery: included as item no. MS-09 in the 1992-93 study and not included in Schedule 5 of the LEP. The earliest gravestone noted dates from 1911 with others from 1914 and 1920. It has few graves despite the large area with imposing gateposts and a small robing room. It has a north-south driveway and a number of plantings.



**Table 1 Comparative analysis of heritage listed sites in the Newcastle and Lake Macquarie LGAs**



Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<b>Lake Macquarie LGA</b>			
<p>Teralba Cemetery</p> 	<p>Simple 'bush cemetery' with no formal marked boundary containing a few formal graves and numerous inconspicuous and unmarked graves. The cemetery presents a simple, if somewhat irregular nineteenth century design and layout. Set within a new housing estate with some remnant natural vegetation present.</p> <p>Monuments and formal grave surrounds where they exist are in a poor condition and have been subject to vandalism.</p>	<p>Not officially established; date range principally c1880s to c1920s/30s</p>	<p>See below</p>
<p>Catherine Hill Bay Cemetery</p> 	<p>Located on a sparsely vegetated foredune, the boundary of the site is a white post and rail fence that encompasses the site.</p> <p>A number of monuments are in very poor condition; to the extent inscriptions will soon be lost. Graves close to the sea have suffered considerable damage due to the climate and vandalism.</p>	<p>Construction date: 1894-1912 Current Use: General cemetery (1993)</p>	<p>Formally laid out general cemetery with post and rail fence boundary; grid layout; divided into denominations; two young Norfolk pines only formal plantings; predominantly 20<sup>th</sup> century concrete monuments but some earlier with wrought and cast iron surrounds in poor condition.</p> <p>Formally laid out cemetery with no directly comparable physical characteristics to Teralba Cemetery.</p>



Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Cooranbong Catholic Cemetery</p> 	<p>A modest Gothic-style Church sits on the site. The cemetery holds around 150 graves, many of these are the graves of local pioneer families. Traditional English style churchyard which is rare in Australia. Some early graves have footstones and headstones which is also rare.</p> <p>Headstones where they exist are in good condition although some have been 'over-cleaned'; many grave surrounds have been lost.</p>	<p>Construction Date: 1862-1906 Current Use: Catholic Church and cemetery.</p>	<p>Church cemetery with intact early graves and well preserved early pioneer graves with associated monuments. Rare in terms of 'Traditional English style' churchyard and existence of footstones and headstones.</p> <p>This cemetery is earlier than the Teralba site; it is associated with an intact Gothic Revival Church; and is formally laid out. The only apparent similarity with Teralba is that it contains the graves of the area's pioneers.</p>
<p>Grave – Frost's Rest, Cooranbong</p> 	<p>A small private gravesite containing 3 graves with predominantly marble monuments dedicated to the Frost Family. The site is located on bushland on a seldom used road. A low decorative iron fence surrounds the monuments.</p>	<p>Not officially established Date range 1900-1920.</p>	<p>This is a small family grave site that has little in common with the Teralba site beyond its relatively remote location and bushland setting.</p>




Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Johnston Family Cemetery, Barnsley</p> 	<p>The cemetery contains the graves of several members of the Johnston family, well known early Barnsley settlers, as well as others from the local community. It is located on flat land beyond the edge of the village of Barnsley. As a privately founded and owned cemetery it is unusual.</p> <p>It contains many interesting headstones and number of trees on the site adds to the Barnsley landscape. The graves all face east and the oldest possibly dates from early 19<sup>th</sup> century. The cemetery is noted as being well cared for in the SHI entry.</p>	<p>Official date of construction not yet recorded. Pre-1923.</p>	<p>The origins of this heritage place are as a private family cemetery, so it is of a different typology to Teralba Cemetery. It has an orderly design and is in good condition. This site appears to have little in common with Teralba Cemetery other than it contains graves of the area's early settlers.</p>
<p>North Coorumbung Cemetery</p> 	<p>Mostly serving the Martinsville area, the site is characterised by flat, cleared land surrounded by natural bush and contains small clusters of graves in widely separated denominational groups. There is a painted sign at the entrance.</p> <p>The SHI entry notes some evidence of damage due to vandalism and deliberate attempts to burn grass and weeds around graves.</p>	<p>Land was set aside for the cemetery in December 1875, and officially dedicated 31<sup>st</sup> December 1878.</p>	<p>Early cemetery informally arranged in clusters of denominational groupings. The only comparisons with Teralba Cemetery that can be drawn are the bushland setting and the evidence it provides of the area's early settlement.</p>

Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Quigley Grave, Booragul</p> 	<p>A simple carved, marble headstone on a marble plinth. The Quigleys were well know pioneers of the district. Gravestone and fence are said to have been moved to this site, possibly from near former house site. The boundary of the site is fenced off by an iron picket fence on a sandstone base. It is pleasantly sited and is an attractive and unusual feature of the streetscape. Still needs to be determined whether remains were re-interred when the gravestone and fence were moved.</p>	<p>Not officially established, post 1886.</p>	<p>This is a lone grave/memorial and no direct comparisons can be drawn with Teralba Cemetery.</p>
<p>Toronto Cemetery</p> 	<p>Cleared level land with a scattering of trees, within the cemetery. The site is surrounded by streets, with houses to the east and north. Bush or parklands are to the south and west.</p> <p>Typical country cemetery, with a variety of old and modern graves in orderly rows, within areas designated by religious affiliation. Most graves have simple headstones and low stone or concrete borders. A few have more ornate "draped urn" or equivalent headstones, and cast iron or wrought iron fences. Monuments are considered to be in good order.</p> <p>The cemetery is surrounded by a wire strand fence, except for a length of wooden picket fence next to tall brick entrance gateposts.</p>	<p>Land was dedicated on the 19<sup>th</sup> of October 1894. Current use as of 1993 is as a cemetery.</p>	<p>This is described as a typical country cemetery and is arranged in an orderly fashion according to religious denomination. Its establishment is broadly contemporary with Teralba Cemetery but it differs in design and layout as well as level of intactness.</p>


Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>West Wallsend Cemetery</p> 	<p>Cemetery on cleared grassed site with very few other plantings. There are a number of graves of early pioneers and mine workers from the early days of the town, and many names well known in the district. The cemetery is for people of any denomination or religion and still receives new burials. It contains interesting examples of funerary art and is evocative of the mining community with its simple, 'no frills' grave furniture.</p> <p>The boundary fencing (post and rail) type has become very rare in recent years and this is an important part of history of the cemetery.</p>	<p>Cemetery established 4<sup>th</sup> February 1890.</p>	<p>This cemetery is broadly contemporary with Teralba Cemetery and similarly contains pioneer graves but as with the majority of the other cemeteries discussed, it differs in terms of its formal layout and intactness.</p>
<p>Whitebridge Cemetery</p> 	<p>Situated on a gently sloping hillside; the cemetery has been cut in half, with low lying ground converted to playing fields and Presbyterian graves left isolated on the east facing slope beyond the hollow.</p> <p>The cemetery has a variety of gravestones and memorials including very unusual ones. Minimal landscaping with retention of the native trees around the boundaries and throughout the site creates a peaceful atmosphere. The cemetery has notable aesthetic value and is inextricably linked with the coal mining industry. Victims of the Dudley Mine disaster are buried in the cemetery.</p>	<p>Cemetery dedicated in 1893.</p>	<p>Although contemporary, the scale, formality and intactness of this cemetery means that it differs considerably from Teralba Cemetery.</p>


Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<b>Newcastle City LGA</b>			
<p>Cathedral Park &amp; Cemetery</p> 	<p>As one of the earliest European burial sites in NSW this cemetery is of state level significance. It sits on the same land as the Christ Church Cathedral, which has considerable aesthetic and historical significance.</p> <p>The cemetery retains original monuments with some memorials dating back to at least 1804; the last burial was in 1884.</p> <p>The cathedral park is well maintained with large trees and grassy slopes. Some of the headstones are in good condition and have legible inscriptions whilst others have fallen over and are partially buried.</p>	<p>1816.</p>	<p>This is a converted/closed cemetery now forming part of parkland. Its early date, urban location and current condition mean that there are no comparable characteristics with Teralba Cemetery.</p>
<p>Glendor Thomas Family Grave, Maryland</p> 	<p>Lone funerary marker for the Thomas family comprising a 2 metre white marble obelisk with scrolls on a sandstone base dated 1904; it is enclosed in an ornate and rare cast iron low surround. The area is further enclosed with an unpainted wooden picket fence.</p> <p>Evidence of the Thomas family who lived in the area and the original land grants made to them in 1835. Aesthetic location overlooking the Hexham swamps.</p>	<p>Grants made to the family from 1835.</p>	<p>This is an early, lone grave/memorial and no direct comparisons can be drawn with Teralba Cemetery.</p>



Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Hannell Family Vault, Hexham</p> <p>*No images on NSW Heritage site*</p>	<p>Associated with the prominent Hannell Family; it is the family vault of the Mayor of Newcastle, John Hannell (who died May 1891) and his wife Mary. An unusual monument and location that provides insight into social class and lifestyle.</p> <p>SHI entry notes it is of stone construction. It is located only 20 metres from the Hunter River Banks and subject to flooding.</p>	<p>Not officially established, cemetery is from post May 1891.</p>	<p>This lone grave/memorial has no directly comparable characteristics with Teralba Cemetery.</p>
<p>Minmi Cemetery</p> 	<p>This 1.5 hectare site contains 230 monuments.</p> <p>The SHI entry contains no further details.</p> <p>The online Australian Cemeteries Index notes that many older stones have deteriorated such that inscriptions are illegible but many could be identified from their footstones. Many graves do not have markers but are enclosed by a fence or kerbing. The cemetery was originally established on the private property of J &amp; A Brown who operated coal mines in the area and it was made available by them for public use. Closely associated with the area's coal mining heritage and includes graves of those who lost their lives in mine accidents.</p>	<p>Earliest grave dates back to 1863.</p>	<p>This is a large relatively early general cemetery with a formal layout and boundary (later boundary fence in parts). It is understood to be generally in good condition and intact. There are few comparisons which can be drawn with Teralba Cemetery which has an irregular form or layout, is considerably smaller and is less intact.</p>



Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Sandgate Cemetery</p> 	<p>The cemetery is set out into 3 parts, with two pathways running parallel to Wallsend Road. The cemetery is divided into 9 religious sections along with a section for soldiers. The graves are arranged into neat rows, and most but not all have headstones. Many of these headstones are discoloured and some are crumbling.</p> <p>The soldiers section is in better condition than the rest of the cemetery and is more recent. The soldiers section has lush green grass, a contrast to the mix of grass and sand that is littered throughout the remaining sections of the cemetery. Overall the cemetery is in fairly good condition.</p> <p>The cemetery is noted as being locally historically significant and as having research potential. It is significant for honouring war veterans most likely from the local Newcastle and Hunter Region.</p>	<p>1881.</p>	<p>Broadly contemporary with Teralba Cemetery but very different in terms of scale, formality of layout, setting and level of intactness. There are no direct comparisons that can be drawn with Teralba Cemetery.</p>

Historic Cemetery Details & Image	Summary Description (including condition & integrity)	Establishment date & duration of use	Similarities or differences in cemetery type, design and layout, landscape and monument/fabric to Teralba Cemetery
<p>Wallsend General Cemetery</p> 	<p>This cemetery is culturally significant as a place for burials of the Platsburg and Wallsend areas in the late 19<sup>th</sup> century through to the present. The site history dates back to the 1880s with the first burial in 1884.</p> <p>The site is approximately 5ha, slopes on the diagonal and overlooks the Hexham Swamp. Remains in use as a cemetery managed by the Council.</p>	<p>1896.</p>	<p>Large general cemetery broadly contemporary with Teralba Cemetery but different in scale, formality and level of intactness.</p>

## 2.2 Key Findings

The amount of detail that can be provided in this desktop comparative analysis is limited by the level of information available in the SHI entries and readily available information; for instance, detailed information on monuments is often lacking and the majority of the citations do not identify the historical themes in evidence or specify the heritage values/criteria met by each site. Nonetheless, it is clear from the statements of significance for each of the listed cemeteries that they by and large meet NSW heritage criterion (A) historical, criterion (C) aesthetic/technical and (D) community/social.

The majority of the cemeteries or burial places considered in this comparative analysis are still in use. Exceptions include the private family burial sites or monuments, the Christ Church Cathedral Park Cemetery in Newcastle which has become public parkland and the Teralba Cemetery. Consequently, the physical condition and level of intactness of the majority of historic cemeteries studied are moderate to high. This is a clear point of difference with Teralba Cemetery which has suffered considerable fabric loss and has a comparatively low level of intactness.

Part two of the National Trust of Australia (NSW) *Guidelines for Cemetery Conservation* (second edition, 2009) sets out 'What to look for' when assessing historic cemeteries including cemetery types, design and layout, landscape features, vegetation and monuments. Key findings from the comparative analysis as set in Table 1 are provided below taking into the categories identified in the National Trust Guidelines:

### 2.2.1 Cemetery Types

Of the fifteen listed cemeteries/burial places considered in this comparative analysis with Teralba Cemetery, eight are general cemeteries; they largely date from the late 19<sup>th</sup> and early 20<sup>th</sup> centuries when a large number of general cemeteries were dedicated as reserves for cemetery purposes. Teralba Cemetery was in effect a general cemetery although it is an anomaly in this respect because the land was never officially dedicated as a cemetery reserve.

Four of the sites examined are lone graves and not directly comparable to Teralba Cemetery. The remaining sites include a single church cemetery (Cooranbong Catholic Cemetery), a single family cemetery (the Johnston Family Cemetery, Barnsley) and a single 'converted cemetery' (Newcastle Cathedral Park and Cemetery no longer used as a cemetery). Teralba Cemetery cannot be directly compared beyond date and potentially monument style to the aforementioned cemetery types.

### 2.2.2 Design and Layout

Cemetery design and layout is generally characterised by a degree of formality with a straight line or grid system and different denominations clearly separated. Teralba Cemetery is described in the 1994 report as presenting a "simple nineteenth century design and layout" although there is no evidence of a formal marked boundary, there is present what is thought to be remnants of a gated entry way. There is some evidence of a semi-formal layout with graves arranged on an east-west axis although grave rows are not clearly defined and they have a variable orientation. There is also evidence of unmarked graves. It is also understood that there is no denominational separation. Historical research indicates that the relative lack of formal planning in evidence at Teralba Cemetery may be due to the fact that the land was never officially gazetted for this purpose and that no municipal efforts were made to instigate improvements or a structure as early 20<sup>th</sup> Century newspaper articles describe its neglected state and isolated location.

From the information available, none of the eight locally listed general cemeteries identified in this comparative analysis display the irregular and semi-formal layout displayed at Teralba. The historic cemeteries studied have clear boundary treatments for the most part, are arranged in clear rows or groupings, exhibit separation between denominations and several contain clearly planned elements such as paths and signage.

### 2.2.3 Landscape Features

Typical landscape features found in historic cemeteries include fencing and gates, signage, paths and drainage, structures such as shelters and lawn sections. Teralba Cemetery has no discernible introduced landscape features, the landscape evident is natural bushland which is consistent with its relatively informal layout.

As noted above, most of the general cemeteries and indeed the one church cemetery in this comparative analysis have planned landscape features including clear boundary treatments ranging from metal fencing timber post and rail, have formal entrances or gates and in several instances have signage.

### 2.2.4 Vegetation

The National Trust Guidelines describes three types of vegetation when considering historic cemeteries: landscape plantings, grave plantings and native vegetation.

Teralba Cemetery is characterised to a large degree by its previous native bushland setting; there are also single trees throughout the cemetery. Other vegetation throughout the cemetery includes native shrubs, grasses and creepers. The 1994 report notes that there are two examples of grave plantings. Therefore, in keeping with the informal nature of the Teralba site, landscaping is low key, limited and predominantly relates to the bushland setting.

From the information available, it would appear that many of the listed general cemeteries looked at in this study are characterised by cleared, grassed land with a minimal amount of tree plantings throughout. Several have bushland settings. In this respect, Teralba Cemetery appears comparable to a number of local historic cemeteries.

### 2.2.5 Monuments

Four grave types are identified at Teralba Cemetery comprising formal graves with kerbing and/or gravestones, graves identified by unbonded brick or garden tile kerbing, graves bound by bush rock kerbing and shallow depressions. The cemetery lacks grave furniture and ornaments. Surviving monuments erected in the cemetery follow the typical designs of their era with inscriptions and motifs also representative examples in this period.

The SHI citations for the historic cemeteries analysed in this study generally provide a limited amount of detail on monuments with regard to design, materials etc. It is assumed however that they contain representative examples of funerary monuments from their period of establishment and main period of use. From the information available, it is clear that the condition of the monuments and level of intactness at Teralba Cemetery is considerably lower than that found at the comparable historic cemeteries.

## 3.0 Conclusions

Teralba Cemetery is the only historic cemetery in the local area that was conceived as a general cemetery but never formally gazetted or established. Although there is some evidence of late 19<sup>th</sup> century planning, the layout of the cemetery with irregular rows and no identifiable separation between denominations is also unusual. As noted earlier, historical research indicates that the use of the cemetery was never intended as a long-term proposition and that no municipal efforts were made to instigate improvements to its drainage, layout or access.

The previous native bushland setting and general landscaping of the cemetery are not anomalous but it would appear that of the historic cemeteries examined, low-key landscaping was a common characteristic. The lack of a formal boundary or entrance to Teralba Cemetery is unusual in the study group although remnants of what appears to have been a gated entry have been found.

The monuments found at Teralba Cemetery are considered to be typical designs of the late 19<sup>th</sup> century/early 20<sup>th</sup> century era and typical inscriptions and motifs from this period have been recorded. The use of 'bush stone' for grave surrounds is not mentioned in the SHI entries for the historic cemeteries looked at in this study. Nonetheless, the monuments in evidence at Teralba Cemetery are not considered to be unusual.

The Teralba Cemetery has a distinct character resulting from its informal use as a cemetery which was never gazetted and the resulting lack of a formal management structure. This has resulted in an informal approach to the placement of burials. In addition, the structured landscaping common to local 19<sup>th</sup> and 20<sup>th</sup> century cemeteries is not apparent at Teralba.



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# Appendix C

## GPR Report

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# Teralba Cemetery, Teralba, NSW

## Ground Penetrating Radar Investigation

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## Executive Summary

RPS was engaged by the McCloy Group to undertake a ground penetrating radar (GPR) survey of one land parcel in Teralba, New South Wales to ascertain the location of unmarked human burials. The GPR survey was conducted on 22 January 2015 with RPS personnel Aaron Fogel and Jeremy Hill.

The survey area is located in a proposed new residential development surrounding the existing Teralba Cemetery. The proximity of the subject property to the boundary of the cemetery raised concerns that unmarked burials may exist in the area. On this basis GPR was employed to investigate the subsurface with the intent of identifying locations which could contain human graves.

Numerous GPR anomalies were recorded in the survey areas. Many of these are associated with the previously identified small depressions and rock cairns providing further evidence that these represent unmarked burials. GPR anomalies similar to those directly associated with surface indicators exist in areas where no surface indication of human burial is present. Many of these anomalies are likely related to human burials.

Further to the above additional field work was undertaken on Thursday March 12<sup>th</sup> to check the then current subdivision layout in which Lots 429 and 430 were sources of minor concern regarding the potential for subsurface human burials to occur within the confines of these lots. The visual inspection did indeed find a small depression and a stone marker near each GPR anomaly and it was decided on site that there was a small risk that perhaps subsurface burials were present in these locations, although no hard evidence was seen or collected to confirm this. As such, consensus was reached on moving the southern and eastern boundaries of Lot 429 and 430 to no longer encompass the GPR anomalies in question.

Any future works in these areas should fully consider the results of this survey. Any ground disturbing activities should proceed with caution and stop if any human remains are discovered.

## 1.0 Introduction

RPS was engaged by the McCloy Group to undertake a ground penetrating radar (GPR) survey in Teralba, New South Wales to ascertain the location of potential unmarked human burials. A proposed new residential subdivision is planned for an area immediately adjacent to the cemetery. This GPR survey has been implemented to image the subsurface with the intent of identifying GPR signatures consistent with human burials.

An earlier investigation (Lavelle and Turner 1994:6) of the cemetery has identified that it was likely used between the 1880s and 1930s with the possibility of the last burial occurring as late as the 1970s. Lavelle and Turner (1994:7) report that a roughly rectangular area containing extant grave markers were observed though an exact boundary for the cemetery was not clear. They also report (Lavelle and Turner 1994:7) several occurrences of likely graves marked by locally sourced stones and potential graves identified by unmarked depressions. The cemetery appears much the same today.

No official documentation exists as the cemetery was never gazetted. Thus, an unknown number of burials occurred during the use of the cemetery. Considering the history of the cemetery and related episodes of vandalism, many burials that were once marked should now be expected to be unmarked.

The GPR survey was performed 22 January 2015 and was led by Aaron Fogel (Senior Geomatics Specialist) with assistance from Jeremy Hill (GPR Assistant). Data processing, imaging and reporting were completed by Aaron Fogel. Cartography was completed by Jeremy Hill.

The survey area (Plates 1-8 and **Figure 1**) is located in a slightly sloping wooded area. The area containing extant grave markers is mostly devoid of large trees possibly indicating a management strategy, if only informally implemented. This area is unlikely to represent the true extent of the cemetery as numerous depressions consistent with unmarked graves and rock cairns have been identified in the area. Prior to the GPR survey the forested area surrounding the extant graves was subject to vegetation clearing approximately extending 10 metres. The GPR survey was limited to these cleared areas.





**Plate 1 Known graves at Teralba Cemetery.**



**Plate 2 Survey Area 1 looking south.**





**Plate 3 Survey Area 1, looking north with stone feature in forefront.**



**Plate 4 Survey Area 2, looking east as viewed from southwest corner.**





**Plate 5 Survey Area 2, looking north as viewed from southwest corner.**



**Plate 6 Survey Area 2, looking southeast as viewed from northwest corner.**





**Plate 7 Survey Area 2, looking east as viewed from northwest corner.**



**Plate 8 Stone feature in Survey Area 2 north of known burials.**





Figure 1 Location of GPR survey.

## 2.0 Methods

### 2.1 GPR Theory

GPR is an active method of geophysical investigation. That is, the instrument actively emits electromagnetic energy into the soil and then measures returning waves that have reflected back to the surface. The energy is reflected when it encounters a layer or object that has a sufficiently different conductivity (also referred to as dielectric permittivity) from the material above or surrounding it. Thus, the greater the difference in dielectric permittivity between adjacent materials the greater the reflection and easier it is to image subsurface features of interest.

Characteristics that allow for the identification of graves via GPR include the grave shaft, the coffin, metal hardware associated with the burial and the bottom of the grave shaft. When these aspects of burial practice exhibit regular and repeatable GPR reflections, they can be readily identified during data interpretation and spatially mapped leading to more effective, long-term management of cemeteries and isolated burials.

### 2.2 Ground Penetrating Radar

The GPR survey was completed with a Geophysical Survey Systems, Inc (GSSI) Utility Scan DF. This instrument utilises 2 separate digital antennas (300 and 800MHz) contained within the single unit. This allows for two separate data sets to be collected. The 800MHz antenna provides higher resolution of near surface features and the 300MHz antenna provides the ability to image more deeply buried features, though at the expense of some resolution.

Instrument set up parameters included a time window of 24 nS (800MHZ) and 70 nS (300MHZ), 512 samples per scan, 50 scans per metre and stacking value of 3. Survey transects utilised a local grid and were conducted in a roughly north-south alignment. Data were collected using a zigzag survey style spaced 0.5m in both survey areas. Survey Area 1 had 1258 metres of linear survey coverage over 616 m<sup>2</sup>. Survey Area 2 had 1859 metres of linear survey coverage over 924 m<sup>2</sup>. GPR survey was completed in all suitable locations where topography, vegetation or other obstructions did not prevent access covering a cumulative area of approximately 1540 m<sup>2</sup>.

GPR data were processed using GPR Slice v7 to remove noise and highlight the subsurface features of interest. This included a background filter, bandpass filter and gain enhancement. After completing these processes the data were converted from a set of vertical radargrams to horizontal amplitude slices to produce maps of the survey area.

### 3.0 Results

Human burials are a very sensitive heritage value to all cultures, necessitating extra caution when determining whether a GPR anomaly is a grave or some other natural phenomenon. Factors used to assess individual GPR anomalies included shape, size, depth, strength of reflection, alignment, and association with other anomalies. For all imagery, here in, a rainbow spectrum was used with red representing strong reflections and blue representing weak reflections. Human graves are expected to produce a strong reflection of the GPR energy.

Two separate and slightly misaligned arbitrary grids were established on the east and west boundaries of the known burials. This was done to facilitate GPR survey as close as practicable to the cemetery alignment and collect GPR data perpendicular to the orientation of marked graves in the cemetery. Survey Area 1 is located on the east side of the known burials and extends 80 m (approximately north-south) by 10 m (approximately east-west). Survey Area 2 is located on the west, south and north sides of the known burials and extends 84 m (approximately north-south) by as much as 29 m (approximately east-west) though the eastern boundary is variable. Two areas of erosion prohibited survey south of the cemetery. These areas appear as blank (white) areas in the below GPR figures.

The 800MHz antenna recorded data to approximately 72cm below the surface. Thus, it is unlikely to be effective in identifying human graves which are expected to be buried deeper. The 300MHz antenna was able to effectively map features much deeper (approximately 172cm below surface) and holds the potential of identifying graves.

There are numerous areas where the GPR recorded strong reflections (shown as red in the **Figures 2-8**). Many of these anomalies are associated with small depressions and rock cairns. These GPR anomalies are likely caused by human burials. There are several additional anomalies that do not correlate to visible changes on the surface though the GPR response is similar to those that do. These additional GPR anomalies are potentially indicative of further human burials. Many of these additional anomalies are small and could represent child or infant burials. Detecting child and infant burials can be quite difficult with GPR as these types of internments are very small. Thus, interpreting GPR data for such burials is also challenging.

After interpreting the GPR results two subsurface anomalies on the far western edge of our survey investigation area were apparent. These were mapped in relation to the existing lot layout, it was found Lots 429, and 430 may include subsurface burial within their designated boundary. As such, it was recommended that further underscrubbing and vegetation clearance occur so a more thorough physical inspection of the areas under question could be undertaken.

This was carried out, and on Thursday March 12<sup>th</sup> RPS Regional Cultural Heritage Technical Director, Darrell Rigby inspected the two areas under question with McCloy Group representative Shane Boslem. Given the original GPR survey markers were still present at the survey area it was relatively easy to re-orient the western boundary and conduct a thorough walk over and visual inspection of its entire length. Also confirmed was the location of each of the GPR anomalies in question along the western boundary.

The visual inspection did indeed find a small depression and a stone marker near each GPR anomaly and it was decided on site that there was a small risk that perhaps subsurface burials were present in these locations, although no hard evidence was seen or collected to confirm this. As such, consensus was reached on moving the southern and eastern boundaries of Lot 429 and 430 to no longer encompass the GPR anomalies in question. Consequently, the subdivision layout was revised to no longer encompass the GPR anomalies in question (**Figure 8**).



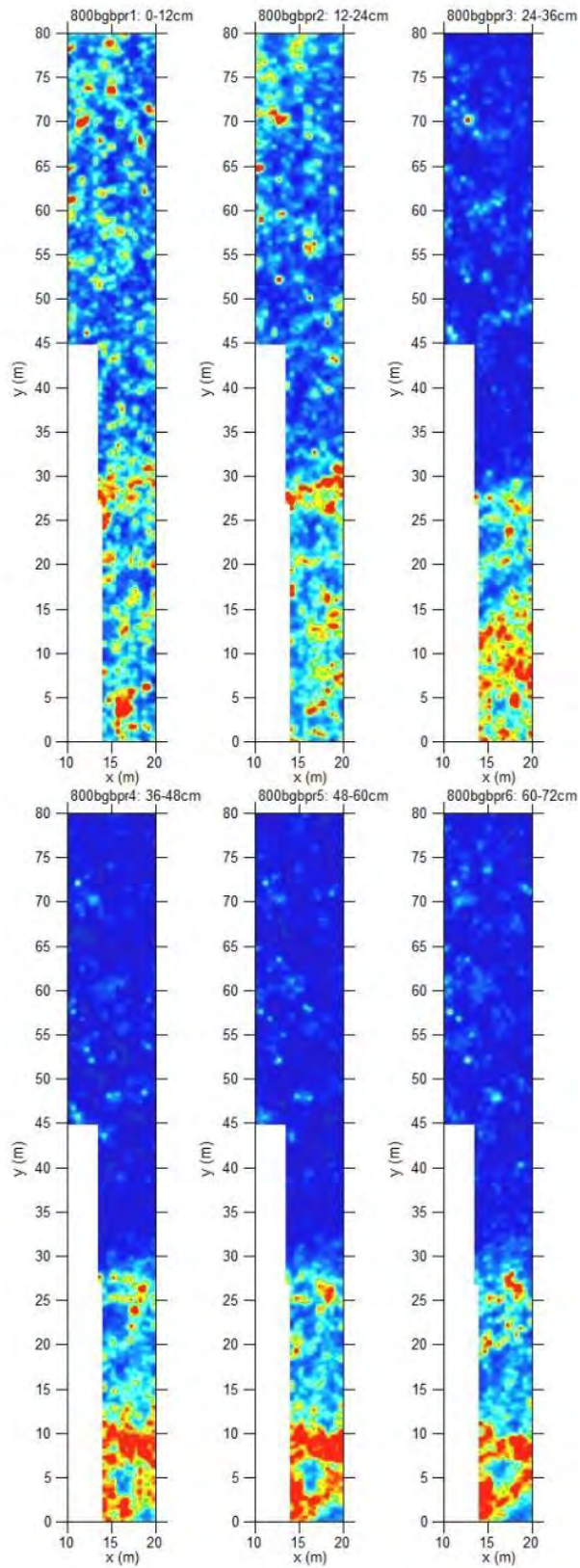


Figure 2 Survey Area 1 amplitude slice maps from 800MHz antenna.



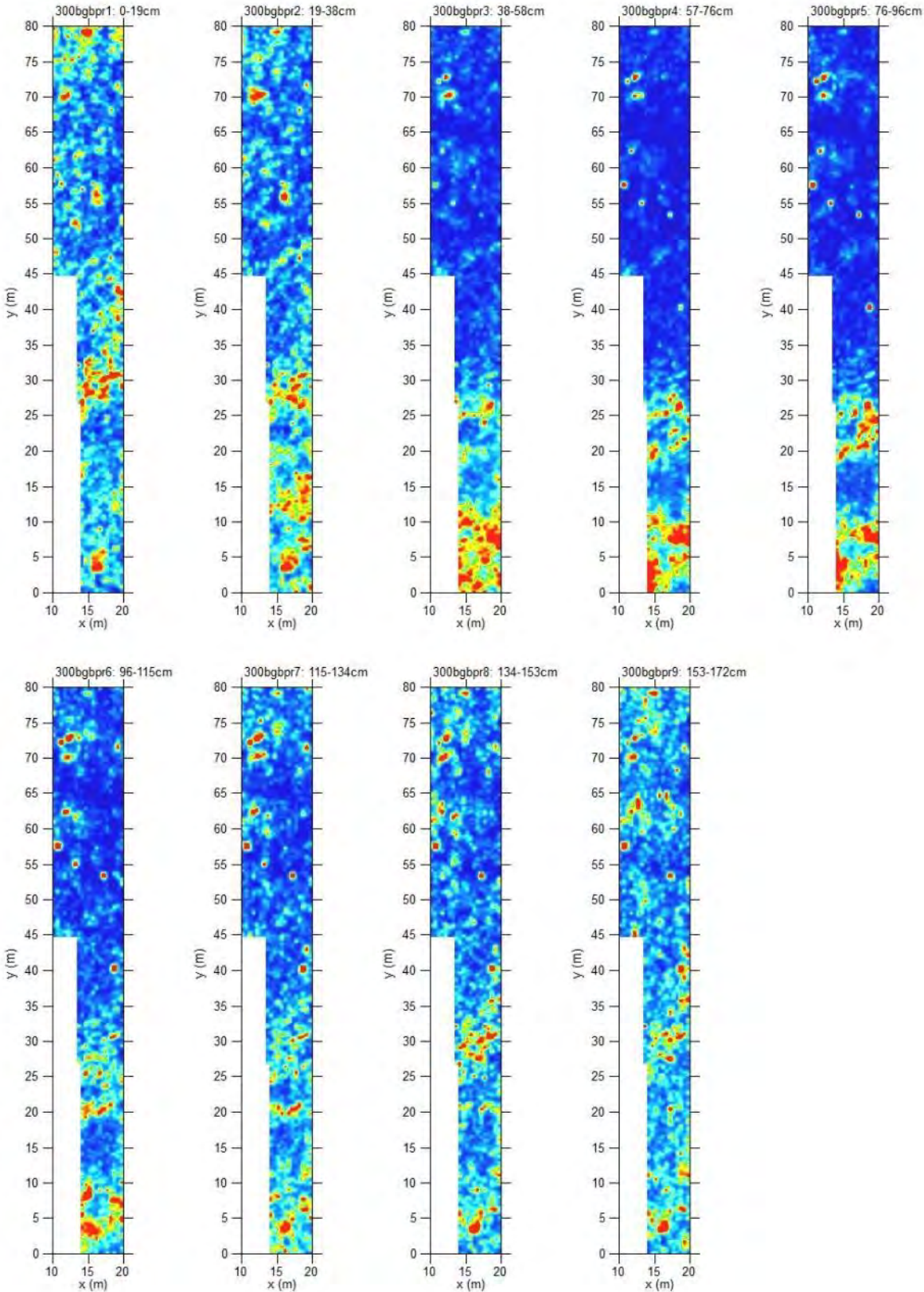


Figure 3 Survey Area 1 amplitude slice maps from 300MHz antenna.

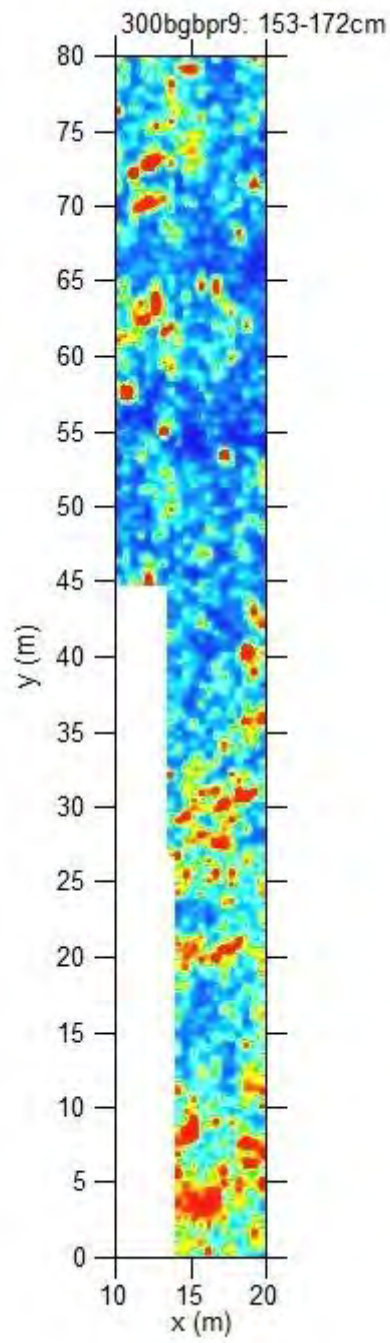


Figure 4 Survey Area 1 overlay of multiple amplitude slice maps from 96-172 cm below surface (300MHz antenna).

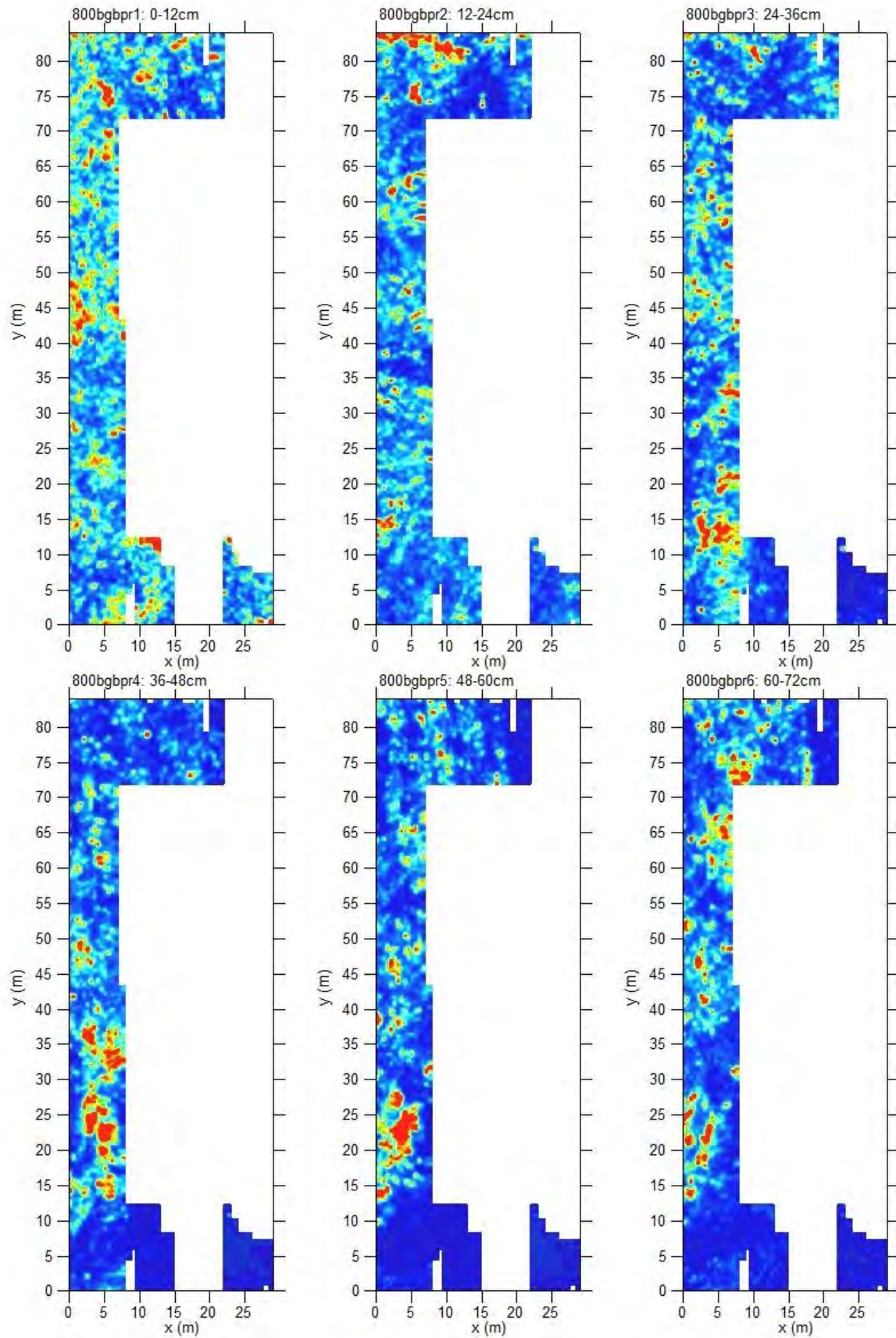


Figure 5 Survey Area 2 amplitude slice maps from 800MHz antenna.



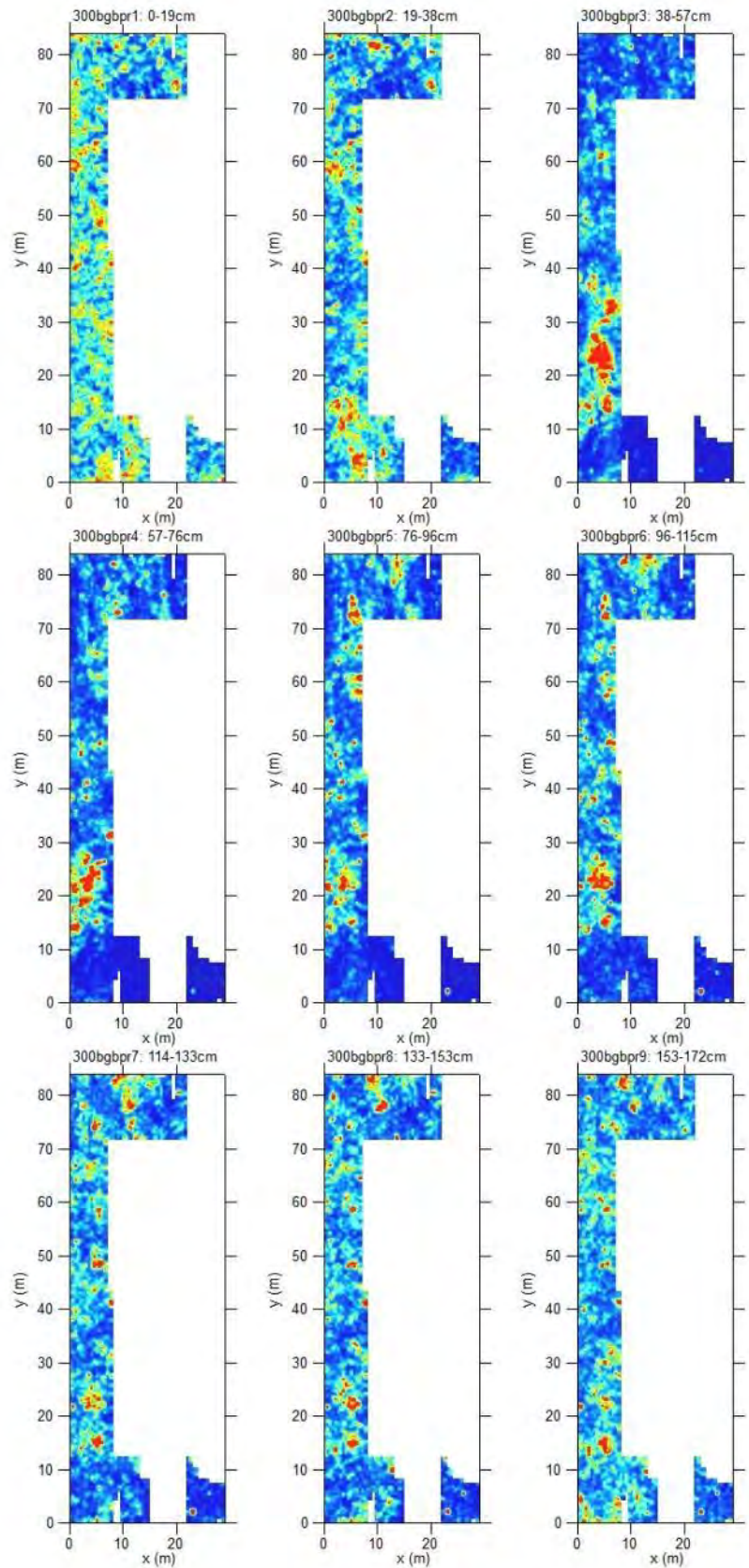


Figure 6 Survey Area 2 amplitude slice maps from 300MHz antenna.



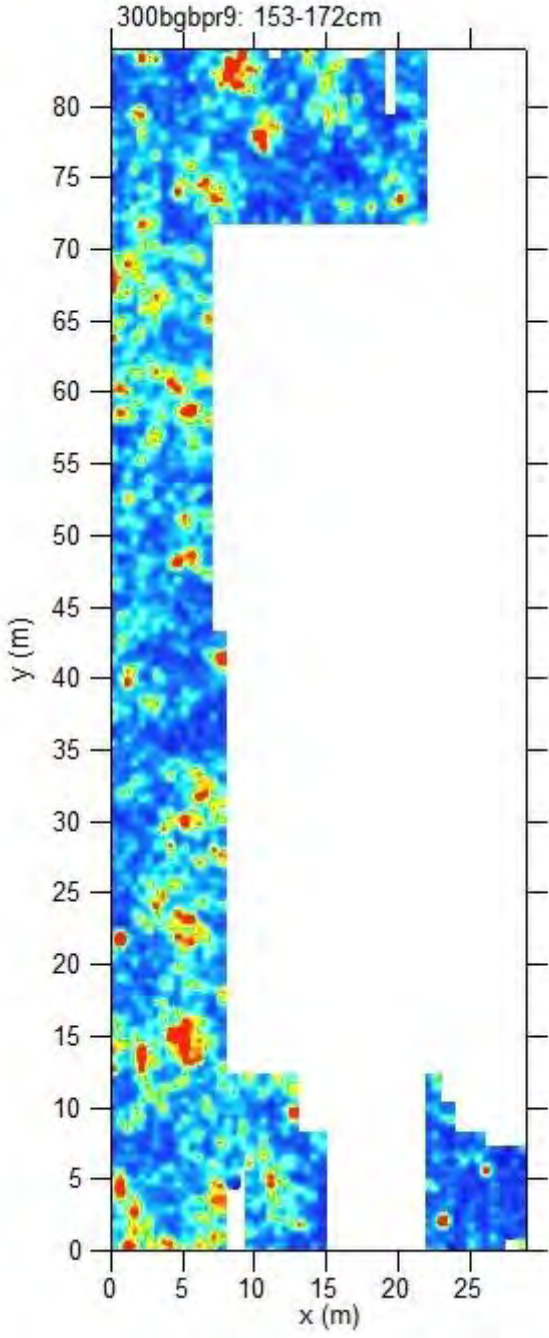
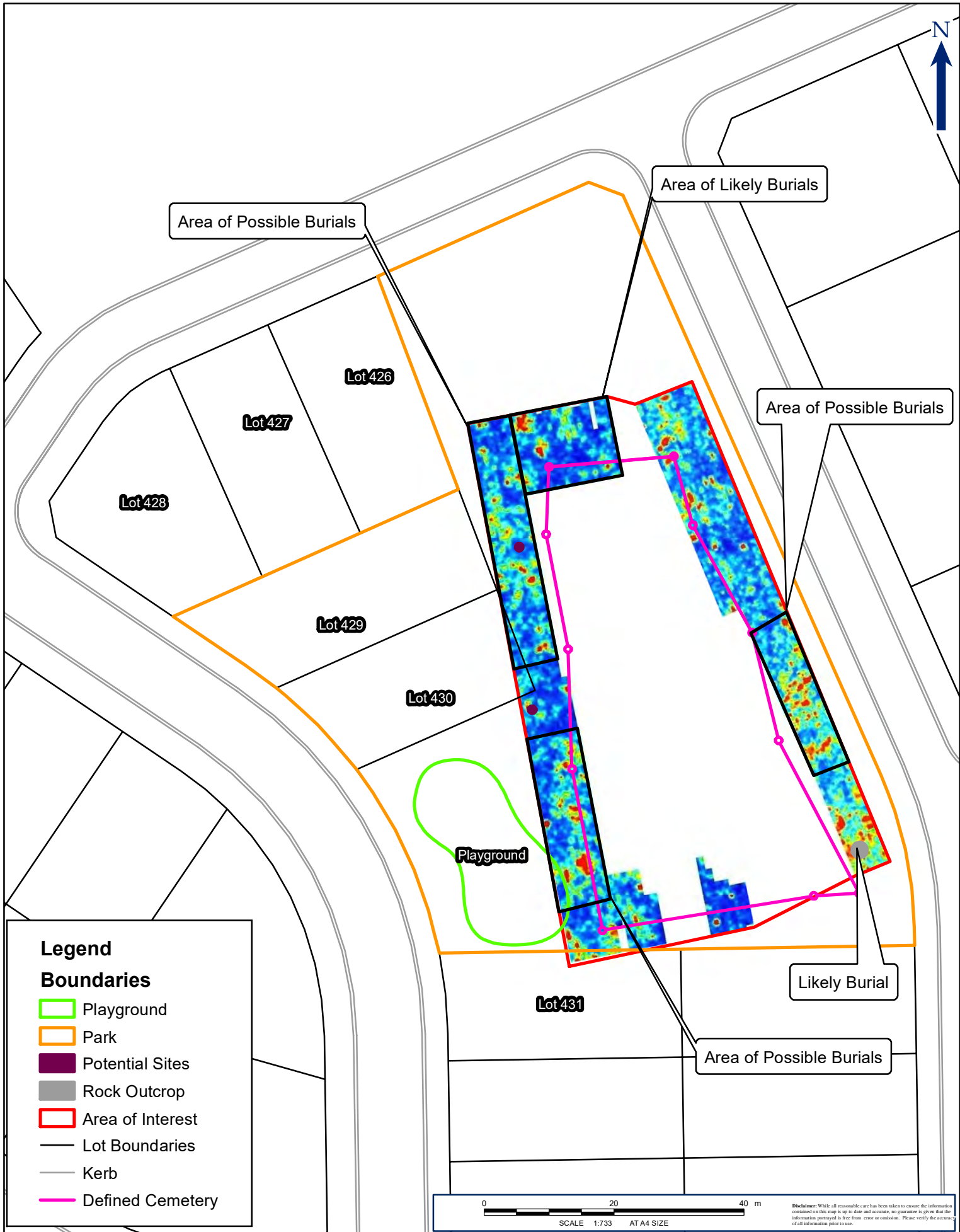


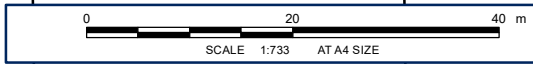
Figure 7 Survey Area 2 overlay of multiple amplitude slice maps from 96-172 cm below surface (300MHz antenna).



**Legend**

**Boundaries**

- Playground
- Park
- Potential Sites
- Rock Outcrop
- Area of Interest
- Lot Boundaries
- Kerb
- Defined Cemetery



Disclaimer: While all reasonable care has been taken to ensure the information contained on this map is up to date and accurate, no guarantee is given that the information portrayed is free from error or omission. Please verify the accuracy of all information prior to use.

**GPR Results**

LOCATION: Teralba	DATUM: GDA94
JOB NO.: PR120690-1	PROJECTION: MGA Zone 56
PURPOSE: HERITAGE	Data Sources: RPS
Technician: jeremy.hill	Date: 26/03/2015

CLIENT: McCloy Group  
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## 4.0 Conclusion and Recommendations

A GPR survey at the Teralba Cemetery, Teralba, NSW was conducted to identify the location of potential unmarked graves. This survey occurred prior to the construction of new residential subdivision on the subject property.

In areas that were surveyed topography, vegetation and surface roughness were not ideal for GPR data collection but did not adversely affect the quality of the data. The survey designed to extend approximately 10m beyond the area containing extant burial markers in areas previously cleared of surface vegetation. This was completed in all areas except to discrete areas to the south that were impacted by erosion and one area to the north due to the offset nature of the two independent survey grids. Local soil conditions allowed radar energy to get to depths where burials would be expected, in particular with the 300 MHz antenna.

GPR anomalies indicative of adult human burials could be identified in the processed results. The majority of these are within the area currently proposed to be set aside as parkland. These burials are unlikely to be disturbed and additional mitigation is not necessary.

It is important to note that no geophysical method is capable of mapping all subsurface features of interest (in this case, human burials) 100% of the time. Identification of human burials in GPR data is dependent upon those unmarked graves being significantly different from the soil surrounding them, thus creating a radar reflection. While the survey has resulted in the identification of possible graves, additional human remains may exist in the vicinity. Thus, caution should be utilised if ground disturbing activities are to occur within or adjacent the project area. Monitoring of such ground disturbing activities by an archaeologist is advisable.

McCloy Group have revised their subdivision layout already based on RPS advice to avoid anomalies identified by the GPR work. Having considered these new plans against our GPR results and evaluated the potential for impact to human burials, as well as undertaking a physical investigation, we are satisfied that given the high level and detail of work carried out by us that the revised plan has made allowances that should avoid the potential for impact to unmarked human burials.

### **Recommendation 1**

Any future works should fully consider the results of this survey. Any ground disturbing activities should proceed with caution and stop if any human remains are discovered.

### **Recommendation 2**

Should human skeletal remains be discovered within the subject property the NSW Government sanctioned process for the reporting and management of skeletal remains should be implemented. First, work must stop immediately and the area cordoned off with a high visibility barrier. Second, the NSW Police must be contacted, who will then assess whether the remains are part of a crime scene, an unmarked burial related to the adjacent cemetery or possible Aboriginal remains. If determined by police to be Aboriginal remains, the Police will contact the NSW Office of Environment and Heritage (OEH) and an OEH officer will confirm the determination in writing. If OEH confirms that the remains are Aboriginal, OEH will develop a human remains management strategy. If determined to be a Police matter, Police instructions are to be followed. Clearance to recommence construction works must be sought directly from the Police and/or OEH. Provided that these heritage contingency protocols have been followed, construction/maintenance works within the subject property may proceed.

# Appendix D

## Archival Report

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# Teralba Cemetery

## Archival Recording and Conservation Management Report

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**No.:** 135276

**Version:** Final

**Date:** 08/01/2019


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## Document Status

Version	Purpose of Document	Author	Reviewed by	Review Date
Draft	Client review	L Nelson	G Wright	9/7/2018
Final	For issue	L Nelson	A Byrne	08/01/2019

## Approval for issue

Name	Signature	Date
Alex Byrne		8/1/2019

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## Summary

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RPS has been instructed by the McCloy Group to prepare an archival record to support a Plan of Management for Teralba Cemetery. The Cemetery has previously been the subject of a number of investigations which include: Teralba Cemetery, Teralba, NSW: Ground Penetrating Radar investigation RPS (2014) which documented the likely extent of the Cemetery. Other reports include Historical Archaeology Study and Plan of Management Teralba Cemetery (Lavelle, Turner: 1994) and The Big Hill: a tribute to the pioneers interred in Teralba and district cemeteries, N.S.W. (Parsons, M & Newcastle Family History Society (2002). Teralba Cemetery is also the subject of a revised Plan of Management (RPS: 2015).

A land title search (Lavelle 1994) found that the Teralba Cemetery was never officially resumed, notified or otherwise gazetted. The absence of the cemetery from legal documents means that it was never an official or formally established burial site, but, rather formed part of a large freehold portion of the Quigley Estate land.

Extant monuments in the cemetery suggest a date range of c1880s to c1920s/30s although there is anecdotal evidence that burials may have taken place up to the 1960s/1970s. As the cemetery was not officially established, it was also not officially closed.

This archival recording was carried out in accordance with NSW Heritage Information Series: How to *Prepare Archival Records of Heritage Items* (NSW Heritage Office 1998) with the photographic archival recording carried out in accordance with the *NSW Heritage Guidelines for Photographic recording of Heritage Items using Film or Digital Capture* ((NSW Heritage Office 2006). This report includes: a digital photographic record; a plan of the cemetery; and a record of extant monuments.

Conservation (Section 2) has been developed for individual cemetery features (Section 3) in accordance with Guidelines for Cemetery Conservation (National Trust of Australia 2009) and on advice from Sach Killam, Conservator, Rookwood Cemetery Trust and a member of the National Trust Cemetery Committee.

# 1 Introduction

---

RPS has been instructed by the McCloy Group Pty. Ltd. to prepare an archival record to support a Plan of Management for Teralba Cemetery.

Teralba Cemetery has been the subject of a previous report by RPS (2014) which documented the results of Ground Penetrating Radar (GPR) investigation of the Cemetery. The intention of that report was to determine the likely extent of the Cemetery through establishing the location of unmarked burials.

Teralba Cemetery has been the subject of two previous reports - Historical Archaeology Study and Plan of Management Teralba Cemetery (Lavelle, Turner: 1994) and The Big Hill: a tribute to the pioneers interred in Teralba and district cemeteries, N.S.W. (Parsons, M & Newcastle Family History Society (2002). This report has referred to those reports to assist in identification. Teralba Cemetery is also the subject of a revised Plan of Management (RPS: 2015).

## 1.1 Study Area

Teralba Cemetery is located on the north-western side of Lake Macquarie in the Lake Macquarie Local Government Area (Figure 1).

Teralba Cemetery (the Study Area) does not appear in any official (published) editions of the Parish Map for Teralba. A land title search (Lavelle 1994) found that the Teralba Cemetery was never officially resumed, notified or otherwise gazetted. The absence of the cemetery from legal documents means that it was never an official or formally established burial site but rather formed part of a large freehold portion of the Quigley Estate land.

The information indicates that the cemetery was operating as a general cemetery for the township, probably maintained by the local people with some supervision by a local undertaker which was unusual for a period as late as the 1880s/1890s.

A 1916 article in the Newcastle Morning Herald and Miners' Advocate states:

*The residents of Teralba have been complaining for a long time concerning the neglected state of the local cemetery, which is neither cleared nor fenced, although it has been used as a burial place for upwards of 25 years. Nothing has been done to improve it in any way. It is situated on a hill thickly timbered, with a rough, stony surface, without any pretence whatever of a road to reach it, and when a funeral takes place the horses have the utmost difficulty to reach the area.*

That description of the appearance of the Cemetery remains relevant today. In an isolated location off a rough bush track, the Cemetery remains unfenced and the area densely wooded.

Extant monuments in the cemetery suggest a date range of c1880s to c1920s/30s although there is anecdotal evidence that burials may have taken place up to the 1960s/1970s. As the cemetery was not officially established, it was also not officially closed.

## 1.2 Methodology

The archival recording was carried out in accordance with NSW Heritage Information Series: *How to Prepare Archival Records of Heritage Items* (NSW Heritage Office 1998) with the photographic archival recording carried out in accordance with the *NSW Heritage Guidelines for Photographic recording of Heritage Items using Film or Digital Capture* ((NSW Heritage Office 2006). This report includes: a digital photographic record; a plan of the cemetery; and a record of extant monuments. The cemetery terminology used in this report is in accordance with *Guidelines for Cemetery Conservation* (National Trust 2009).

### 1.3 Glossary

Adaptation	means modifying a place to suit proposed compatible uses
Desk	A block of stone or concrete with a sloping front face
Fabric	All the physical material of a place
Floor	Cement or concrete infill on the ground within grave kerbing
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
Gravestone	Any object used to mark a grave such as plaques, signs, rocks, timber crosses, up-right slab, etc.
Kerbing and fencing	The stone or concrete surround enclosing a burial allotment
Monument	A marker that lies on or beside a grave that names the occupant/s of the grave
Pedestal	The courses or block between the plinth and upper section
Place	means site, area, land, landscape, building or other work, group of buildings or other works, and may include components, contents, spaces and views
Plinth	Course or masonry layer in contact with the ground
Preservation	means maintaining the fabric of a PLACE in its existing state and retarding deterioration
Reconstruction	means 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
Tablet	A thin stone slab attached to a monument, typically with memorial inscription
Transcription	A written record of all or part of the inscription on a monument, or a collection of such records for a whole cemetery
Use	Means the functions of a place, as well as the activities and practices that may occur at the place

### 1.4 Limitations

While the Teralba Cemetery had been cleared of long grass prior to recording the rustic nature of many of the graves meant that their location was only evident in shallow depressions on an east-west access. The recording focussed on those graves that were recognisable through features such as fencing and monuments or kerbed with bush rock and terracotta garden tiles. It is acknowledged that many obscure graves may remain undetected during this recording.

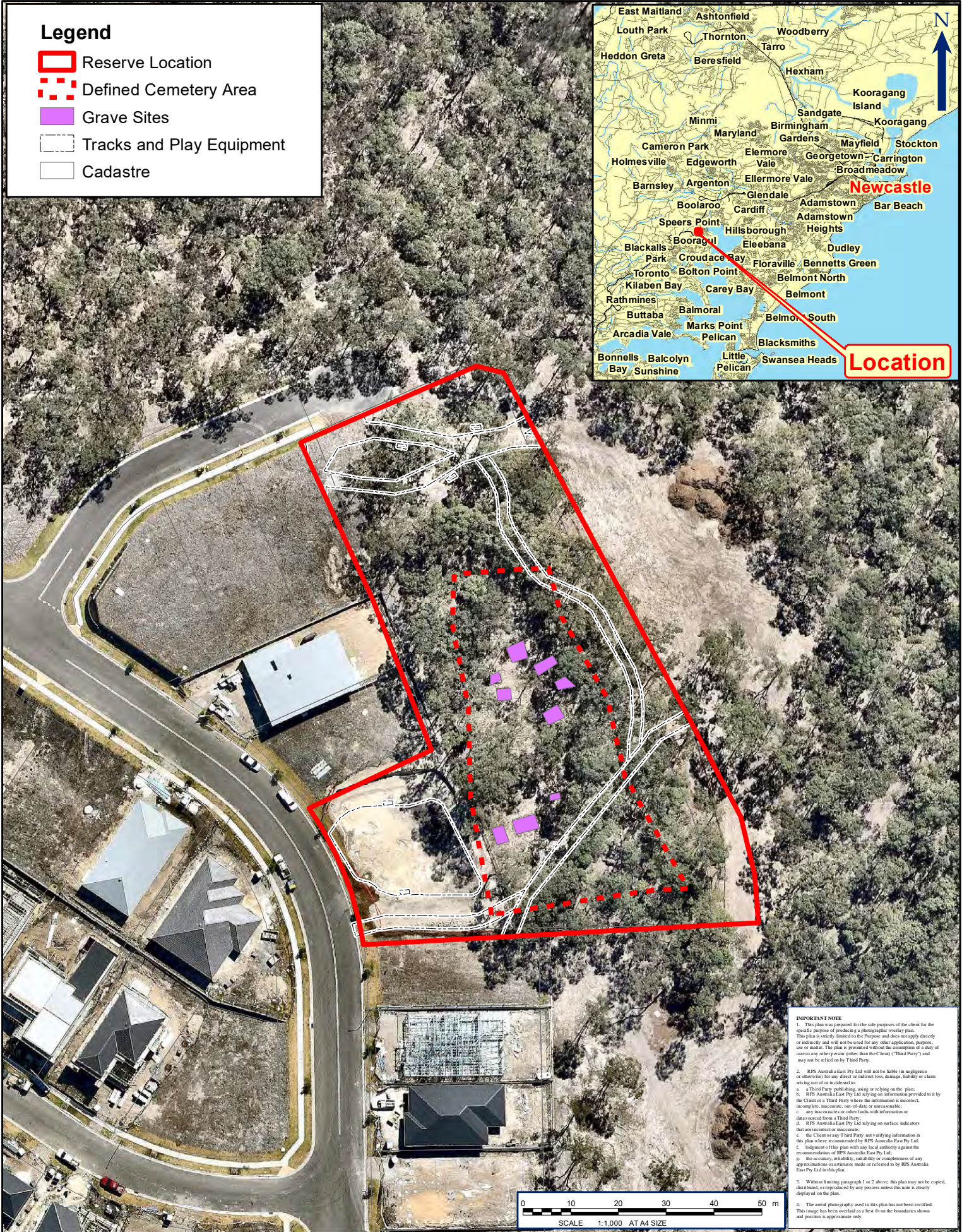
### 1.5 Authorship

This report has been prepared by Laraine Nelson, RPS Senior Heritage Consultant and reviewed by Darrell Rigby, Cultural Heritage Technical Director.



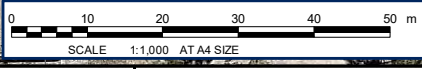
# Legend

- Reserve Location
- Defined Cemetery Area
- Grave Sites
- Tracks and Play Equipment
- Cadastre



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**FIGURE 1: SITE LOCATION**

LOCATION: <b>BILLY'S LOOKOUT PITT ST, TERALBA</b>	DATUM: GDA94 PROJECTION: MGA Zone 56
JOB NO.: <b>PR 135276</b>	Data Sources: RPS NearMap
PURPOSE: <b>PLANNING</b>	
Technician: Natalie Wood	Date: 6/02/2018



## 1.6 Photographic record

**Table 1 Teralba Cemetery, Teralba, NSW**

Camera: Olympus E620		Lenses: Sigma 18-50mm
Image: RAW (11MB) and JPEG (7MB)		Photographer: Laraine Nelson
Image Folder: DVD		Date: May 2015
<p><b>Notes:</b> The photographs were taken usually looking to the south as this provided the best perspective. A series of general views were taken in the first instance of the area and it was then roughly divided into four north-south transects. A photograph was taken of transects with the flags denoting the location of the objects in that transect.</p>		
Image File No	Item	Details
1019173	General view across cemetery	Looking from north western corner to the south
1019174	General view across cemetery	Looking from north to south
1019175	General view across cemetery	Looking from north eastern corner to the south
1019176	General view across cemetery	Looking from north eastern corner to the west
1019177	General view across cemetery	Looking from east to west
1019178	General view across cemetery	Looking from east to west
1019179	General view across cemetery	Looking from east to west
1019180	General view across cemetery	Looking from east to west
1019181	General view across cemetery	Looking from east to west
1019182	General view across cemetery	Looking from east to west
1019183	General view across cemetery	Looking from south eastern corner to the west
1019184	General view across cemetery	Looking from south eastern corner to the north
1019185	General view across cemetery	Looking from south to north
1019186	General view across cemetery	Looking from south to north
1019187	General view across cemetery	Looking from south western corner to the north
1019188	General view across cemetery	Looking from south western corner to the east
1019189	General view across cemetery	Looking from west to east
1019190	General view across cemetery	Looking from west to east
1019191	General view across cemetery	Looking from west to east
1019192	General view across cemetery	Looking from west to east
1019193	General view across cemetery	Looking from west to east
1019194	General view across cemetery	Looking from north western corner to the east
1019195	General view - group of formed graves	A group of graves in the central portion of cemetery
1019196	Deleted	

1019197	General view - group of formed graves	A group of graves in the southern central portion of cemetery
1019198	Grave 1 (potential)	Bush rock covered mound on east west axis
1019199	Grave 2(potential)	Bush rock covered mound on east west axis
1019200	Grave 3	Bush rock covered mound on east west axis
1019201	Deleted	
1019202	Terracotta garden tiles	Detail of image 1019203
1019203	Terracotta garden tiles	Group of terracotta garden tiles
1019204	Grave 4 – no monument/inscription evident	Formed brick multiple grave. Looking west to grave.
1019205	Grave 4	Formed brick multiple grave. Looking north to grave.
1019206	Grave 4	Formed brick multiple grave. Looking east to grave.
1019207	Grave 4	Formed brick multiple grave. Looking south to grave.
1019208	Terracotta garden tiles; glass fragments	Displaced items
1019209	Grave 5 (potential)	Brick (no mortar) outlined depression on east west axis
1019210	Monument	Christopher Thornton monument – see Section 1.8
1019211	Monument	Thornton (as above - detail of image 1019210)
1019212	Monument	Thornton (as above - detail of image 1019210)
1019213	Grave 6 – no monument/ inscription evident	Formed brick multiple grave. Looking west to grave.
1019214	Grave 6	Formed brick multiple grave. Looking north to grave.
1019215	Grave 6	Formed brick multiple grave. Looking east to grave.
1019216	Grave 6	Formed brick multiple grave. Looking south to grave.
1019217	Grave 7	Monument fragment William Hart monument – see Section 1.8 Looking west to multiple grave with surround of bricks.
1019218	Grave 7	Looking north to multiple grave with surround of bricks.
1019219	Grave 7	Looking east to multiple grave with surround of bricks.
1019220	Grave 7	Monument (fragment) William Hart
1019221	Grave 7	Monument (fragment) William Hart
1019222	Wrought iron; timber; terracotta tiles	Displaced items
1019223	Grave 8 – no monument/inscription evident	Formed concrete multiple grave. Looking west to grave
1019224	Grave 8	Formed concrete multiple grave. Looking north to grave
1019225	Grave 8	Formed concrete multiple grave. Looking east to grave
1019226	Grave 8	Formed concrete multiple grave. Looking south to grave
1019227	Grave 8	Pieces on wrought iron sitting on edge of grave surround

1019228	Grave 8	Pieces on wrought iron sitting on edge of grave surround
1019229	Grave 9 – with monument	Robert James Jury monument –See section 1.8. Formed concrete multiple grave. Looking west to grave
1019230	Grave 9	Formed concrete multiple grave. Looking north to grave
1019231	Grave 9	Formed concrete multiple grave. Looking east to grave
1019232	Grave 9	Formed concrete multiple grave. Looking south to grave
1019233	Grave 9 - detail	Monument detail
1019234	Grave 9 – detail	Monument detail
1019235	Deleted	
1019236	Grave 9 detail	Monument detail
1019237	Grave 10 – no monument/ inscription evident	Formed concrete multiple grave. Looking west to grave
1019238	Grave 10	Formed concrete multiple grave. Looking north to grave
1019239	Grave 10	Formed concrete multiple grave. Looking east to grave
1019240	Grave 10	Formed concrete multiple grave. Looking south to grave
1019241	Grave 10 – fragments of monument	Marble fragments sitting on grave surround
1019242	Grave 10 – wrought iron	Pieces on wrought iron placed against grave surround
1019243	Brick and single shell	Items adjacent Grave 10
1019244	Marble monument fragments (5)	Only discernible word was 'Jesmond' on one fragment
1019245	Marble monument	Detail as above
1019246	Grave 11	Small 'grave' with outline in bush rocks
1019247	Wrought iron sections	
1019248	Wrought iron sections	
1019249	Delete	
1019250	Grave 12 – with monument	William Rodgers & Nula Rodgers monument See Section 1.8. Single grave with wrought iron surround looking west
1019251	Grave 12	Formed concrete kerb with wrought iron surround looking north
1019252	Grave 12	Formed concrete kerb with wrought iron surround looking east
1019253	Grave 12	Formed concrete kerb with wrought iron surround looking south
1019254	deleted	
1019255	Grave 12	Monument detail

1019256	Grave 12	Monument detail
1019257	Grave 12	Monument detail
1019258	Grave 13	Multiple grave approximately 4m x 4m square outlined in brick – looking west
1019259	Grave 13	Multiple grave outlined in brick – looking west
1019260	Grave 13	Multiple grave outlined in brick - looking north
1019261	Grave 13	Multiple grave outlined in brick - looking north
1019262	Grave 13	Multiple grave outlined in brick – looking east
1019263	Grave 13	Multiple grave outlined in brick – looking east
1019264	Grave 13	Multiple grave outlined in brick – looking south
1019265	Grave 13	Multiple grave outlined in brick – looking south
1019266	Grave 14 - with formed concrete sections within the grave. Marble monument fragments	Fragments of monument for William Stewart. See Section 1.8. Formed concrete multiple grave. Looking west to grave
1019267	Grave 14	Formed concrete multiple grave. Looking north to grave
1019268	Grave 14	Formed concrete multiple grave. Looking east to grave
1019269	Grave 14	Formed concrete multiple grave. Looking south to grave
1019270	Grave 14 – detail	Detail of the internal formed sections and marble monument fragments
1019271	Deleted	
1019272	Grave 14 - detail	Marble monument fragments
1019273	Deleted	
1019274	Wrought iron fence section	Not attached to a grave. Used to support a council sign.
1019275	Grave 15	Abutting graves. One has formed concrete sounds the other a wrought iron fence. Looking west to grave.
1019276	Grave 15	Abutting graves. Looking north to grave.
1019277	Grave 15	Abutting graves. Looking east to grave
1019278	Grave 15	Abutting graves. Looking south to grave
1019279	Grave 15 - monument	Plaque has been removed.
1019280	Grave 15 - monument	Plaque has been removed.
1019281	Grave 16	Small 'grave' with outline in bush rocks
1019282	Grave 17	Small 'grave' with outline in bush rocks
1019283	Grave 18	Small 'grave' with outline in bush rocks
1019284	Grave 19	Outline in bush rock



1019285	Grave 20	In close association with Grave 12 the outline is apparent in a row of terracotta garden tiles (running north-south) inset into ground
1019286	Iron spikes/ fragments	Set into the ground there are two iron spikes/ fragment approximately 3 metres apart on the presumed northern boundary of the cemetery
1019287	As above	
1019288	Glass fragments	Possibly from a vase
1019289	Deleted	
1019290	Marble fragment	With letters
1019291	Brick	Example
1019292	Brick	Frog 'ACID BRIK'
1019293	Deleted	
1019294	Brick	Example
1019295	Brick	Example
1019296	Brick	Example
1019297	Fragments	Fragments of glass and shell
1019298	Glass fragments	Possibly from a vase

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## 1.7 Thumbnail image sheet







P1019210



P1019211



P1019212



P1019213



P1019214



P1019215



P1019216



P1019217



P1019218



P1019219



P1019220



P1019221



P1019222



P1019223



P1019224



P1019225



P1019226



P1019227



P1019228



P1019229



P1019230



P1019231



P1019232



P1019233



P1019234



P1019236



P1019237



P1019238



P1019239



P1019240



P1019241



P1019242



P1019243



P1019244



P1019245





P1019246



P1019247



P1019248



P1019249



P1019250



P1019251



P1019252



P1019253



P1019255



P1019256



P1019257



P1019258



P1019259



P1019260



P1019261



P1019262



P1019263



P1019264



P1019265



P1019266



P1019267



P1019268



P1019269



P1019270



P1019272



P1019274



P1019275



P1019276



P1019277



P1019278



P1019279



P1019280



P1019281



P1019282



P1019283





P1019284



P1019285



P1019286



P1019287



P1019288



P1019290



P1019291



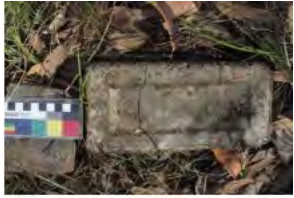
P1019292



P1019294



P1019295



P1019296



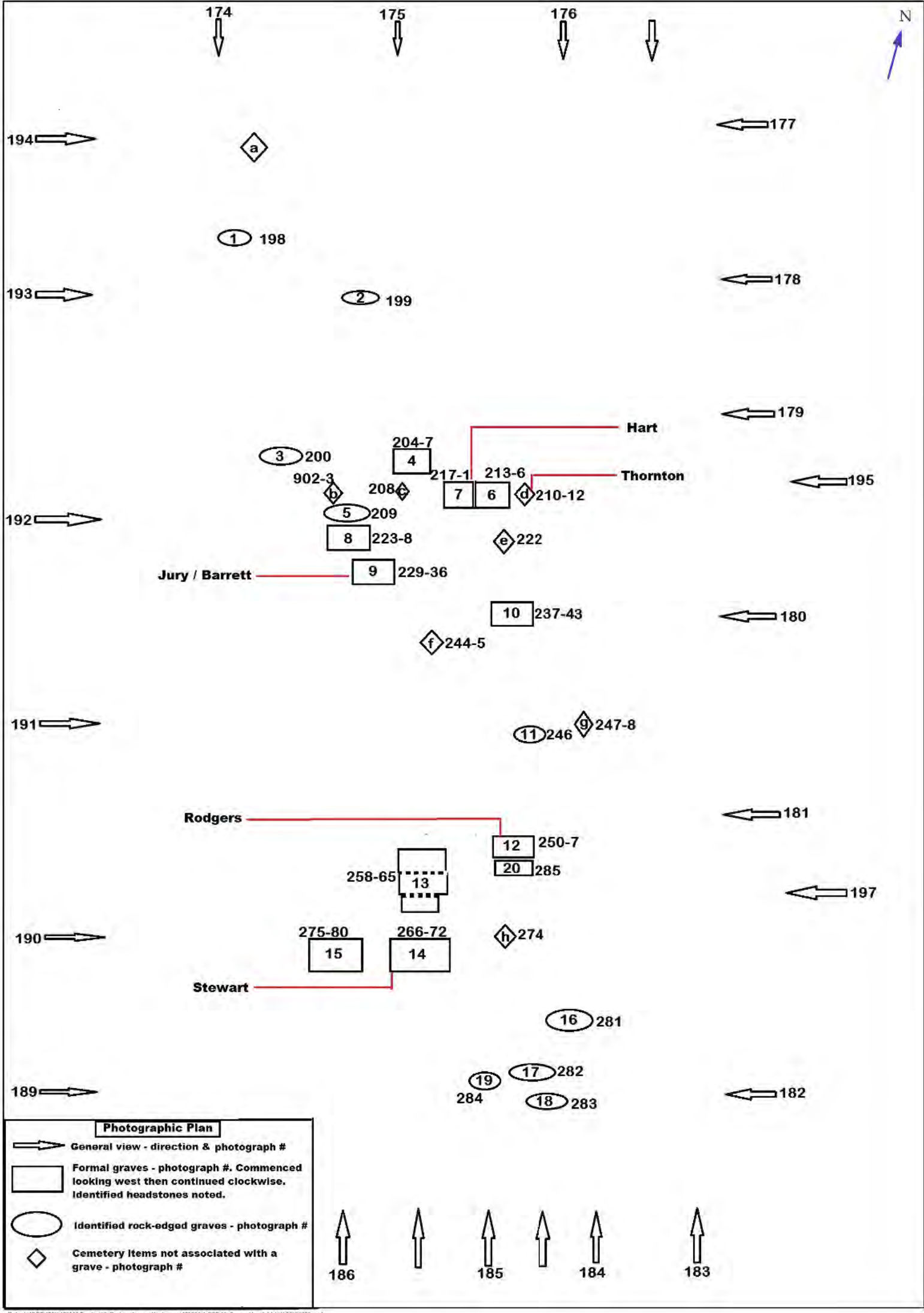
P1019297



P1019298

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## 1.8 Photographic plan







## 1.9 Headstone recordings

The Item # below relates to the numbering in **Section 1.7 Photographic Plan**

**Table 2 Headstone inscriptions**

Item #	Image
<p>In Loving Memory of CHRISTOPHER THORNTON BELOVED HUSBAND OF SARAH THORNTON WHO DIED 26TH NOV 1906 Patient in his suffering When no hand could give him ease God the helper of the helpless Saw his grief and sent him peace ALSO OUR DEAR MOTHER SARAH JANE THORNTON WHO DIED 13TH MARCH 1915 AGED 65 YEARS Love's last token</p>	
<p>Item # 7</p> <p>IN MEMORY OF WILLIAM R BELOVED HUSBAND OF SARAH J. HART DIED 4TH APRIL 1911 AGED 30 YEARS SADLY MISSED</p> <p>The fragment with R(?) USSELL is not part of this monument. According to Lavelle (1994) the inscription F. RUSSELL. JESMOND denoted the stonemason for the James Cherry monument.</p>	

## Item # 9

*In Loving Memory*  
of  
ROBERT JAMES JURY  
DIED 8TH DECBR 1908  
AGED 54 YEARS

THY WILL BE DONE  
ALSO MY DEAR FATHER

HENRY BARRETT  
DIED 8TH OCT 1915  
AGED 80 YEARS  
"PEACE PERFECT PEACE"



## Item # 12

*In Loving Memory of*  
WILLIAM THOMAS RODGERS  
DIED DECEMBER 12TH 1903  
AGED 34 YEARS

AND

NULA MAREA  
HIS INFANT DAUGHTER  
DIED FEBRUARY 14TH 1903  
AGED 1 YEAR 3 MONTHS







Item # 14


Fragments:  
 In Loving Memory of  
 (T?EWAR  
 1913  
 AGED 3(?) MONTHS  
 MONTH  
 BUDS



The photographs to the right are taken from The Big Hill (2002:58 & 109) appear to be of the same grave (#14 of this report). With the fragments above relating to William Robert Stewart died 5 November 1913 the date of 1915 in the inscription is most likely a typographical error.

✚ FITZPATRICK WILLIAM JOHN  
 d. 23 October, 1925


**Headstone Inscription**  
 In memory of  
 William Fitzpatrick  
 Aged 63 years  
 Also Annie Eileen Fitzpatrick  
 Daughter  
 "Loves last token"  
 William Robert Stewart  
 Died 5th Nov. 1915  
 aged 3 months  
 "Two buds in Heaven"



The Fitzpatrick Grave - Photograph Courtesy Mr. Elsie Baker

✚ WOOD IVY EILEEN  
 d. 14 December, 1946

**Headstone Inscription**  
 In Loving Memory of  
 Ivy  
 Eileen WOOD  
 Our Beloved Grandchild  
 Died 14th Dec. 1946  
 Aged 5 years 7 months  
*Sadly Missed*



Ivy Eileen Wood Headstone / Fitzpatrick Grave  
 Photograph courtesy Mrs. Elsie Baker

*Newcastle Morning Herald and Miners' Advocate, Friday, December 14, 1945 p.2 c.3*  
**IN MEMORIAM**  
 WOOD - In loving memory of our dear little granddaughter, Ivy Eileen, passed away, December 14, 1944.

*Many a lonely heartache,  
 Often a silent tear,  
 But always a beautiful memory  
 Of one we loved so dear.  
 Not a day do we forget you,  
 In our hearts you are always near,  
 God alone knows how much we miss you  
 And it dawns the first sad year.*

Inserted by her loving grandma and grandad, Mr. and Mrs. C. Thornton, Teralba.

Marble fragments: one has the inscription *JESMOND*. According to Lavelle (1194) the inscription *F. RUSSELL*. *JESMOND* denoted the stonemason for the James Cherry monument.





## 2 Conservation

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The following recommendations have been developed in relation to the conservation of monuments and landscape features in accordance with National Trust Guidelines for Cemetery Conservation (2009), and with reference to the Historical Archaeology and Plan of Management Report - Teralba Cemetery (1994), hereafter called the 1994 Report and in consultation with Christopher (Sach) Killam, Monumental Conservation Expert, Rookwood Management Services Pty Ltd. The recommendations are guided by *The Burra Charter. Article 3. Cautious Approach* -

Conservation is based on a respect for the existing fabric, use, associations and meanings. It requires a cautious approach of changing as much as necessary but as little as possible.

### 2.1 Heritage Interpretation

An important factor in ensuring the long-term management and conservation of the Teralba Cemetery Reserve is ensuring that the local community respects its presence. The remaining cemetery monuments are fragile, and their long-term retention is dependent on a recognition of the responsibility to maintain and retain this important link to the early history of Teralba.

Significant grave features such as bush rock and terracotta tiles risk being lost through collection by people unaware of their significance.

An effective method to ensure this is the development of a Heritage Interpretation Plan that identifies opportunities to communicate the significance of the cemetery in a meaningful way.

This can be relayed to visitors through signage that details the history and provides advice on the significant features that should be left intact.

### 2.2 Threats

Threats considered relevant to the conservation of the Teralba Cemetery Reserve include:

- Vandalism including destruction or defacing of monuments.
- Removal of features such as bush rock and terracotta tiles (which define several graves).
- Inadvertent harm during works.

### 2.3 General recommendations

The intention of all works is to retain and stabilise existing fabric. The following recommendations should underpin all works at the Teralba Cemetery Reserve:

- Prior to any works commencing, an assessment of the potential for inadvertent harm to the graves or cemetery should be conducted.
- Existing fabric should be conserved.
- All conservation work is to be carried out by, or under the supervision of, suitably qualified tradespeople, including a heritage specialist or professional conservator as required.
- New features, other than those that are part of the conservation process should not be introduced.
- Should be managed in accordance with the landscape plan.
- All works should be documented and lodged with Lake Macquarie City Council.

- Any staff or contractor working in the reserve must be given a site induction that details the heritage values of the cemetery.
- Ground maintenance of the Teralba Cemetery Reserve should involve the removal of weeds. Lawn mowers and whipper snippers should *not* be used.
- Cleaning should only be undertaken to facilitate processes such as repairs where a clean surface is required. The work should be undertaken by, or under supervision of a person with conservation skills. A detailed advice on the cleaning of monuments is available in *East Maitland Glebe Cemetery Conservation Management Plan* (Long Blackledge Architects. 2014).

## 2.4 Specific recommendations

### 2.4.1 Headstones and tablets

Few headstones and tablets remain at the cemetery and their conservation is important. In addition, there are numerous fragments of marble, most likely from tablets or headstones, across the cemetery.

The following recommendations relate to the conservation of headstones and tablets:

1. Restoration work on headstones and tablets must be carried out by, or under the supervision of, a professional conservator.
2. Prior to conservation works commencing, those fragments that are out of context should be collected, analysed and if possible returned to their original location. This work could be conducted by volunteers under the supervision of a heritage specialist.

#### 2.4.1.1 Headstones

Mitigation of damage to the headstones of Thornton; Jury/Barrett; and Rodgers through vandalism underpins the following recommendations:

1. Repair to the headstones, if required, should be undertaken by or, under the supervision of, a qualified conservator.
2. The headstone should be placed on the grave. It should be horizontal, face up on a bed of free draining coarse aggregate. The aggregate should be at a depth of a minimum of 200 mm and at an angle to aid run-off from the headstone. The headstone should overhang the gravel by approximately 75 mm.

#### 2.4.1.2 Tablets

Identified tablets include for William Hart and William Robert Stewart.

1. Repair to the tablets should be undertaken by or, under the supervision of, a professional conservator. The tablets fragments should be assembled and fixed to a marble base, in the same shape but slightly larger than the original tablet.

#### 2.4.1.3 Marble fragments

With regards to marble fragments that cannot be associated with specific graves or are too fragmented to warrant reconstruction:

1. If they can be identified belonging to a specific grave they should be considered an object with the process described in Section 2.3 followed.
2. If the correct location cannot be identified they should be recorded and relocated to a communal section within the cemetery and covered with soil. The location of the area should be recorded for future reference.

#### 2.4.1.4 Headstones and tablets – location currently unknown

It is possible, given the proposed conservation works for the cemetery that tablets or headstones may be returned for reinstatement at the cemetery after being held in the care of family members. They should be reinstated to the known location of the grave following appropriate conservation works.

### 2.4.2 Kerbs

Kerbs are used to delineate the graves and range from simple bush rock, through to brick and formed concrete. The following details appropriate methods of conservation.

#### 2.4.2.1 Bush rock

This work can be carried out by a person skilled in the identification of weeds and native vegetation and under instruction from a heritage specialist:

1. Retain bush rocks in-situ, similar related rocks at the location should be left in place.
2. No additional bush rocks should be added.
3. Hand clear identified weeds both inside and adjacent the feature.

#### 2.4.2.2 Brick – no mortar

1. Where required the bricks should remain in situ and be levelled through the insertion of a layer of a mix of 1-part river sand/ 1-part crushed stone.
2. Only those bricks in situ should be reinstated. No additional bricks should be added.

#### 2.4.2.3 Brick – with mortar

1. Refix existing bricks, replicating the bond and use a natural hydraulic lime mortar. The kerbing may remain incomplete. The aim is to stabilise the existing kerbing rather than re-create the original structure.
2. Weeds in the brickwork should be removed by hand, the gap should be pointed with a natural hydraulic lime mortar to inhibit weed growth.

#### 2.4.2.4 Formed concrete

1. If required stabilise the concrete by underpinning with a mix of 1-part river sand/ 1-part crushed stone.
2. Remove weeds growing in breaks in the kerb by hand.
3. Retard future growth of weeds by pointing in the gap with natural hydraulic lime mortar.
4. Note - the intention is *not* to fill the gap in the brickwork only to retard weed growth.

### 2.4.3 Grave inset

Several of the graves are fully enclosed by kerbing. To improve their appearance and minimise maintenance the following process is recommended:

1. Remove vegetation from within the grave by hand.
2. Install a non-degradable weed mat.
3. Place any identified objects from that grave on the weed mat.
4. Place a layer of Teralba Quarry aggregate over the weed mat to ensure the objects are hidden.

#### 2.4.4 Plinths, desks and pedestals

The work must be carried out by, or under the supervision of, a professional conservator.

1. Level and stabilise the plinth with 1-part river sand/ 1-part crushed stone.
2. Replace the pedestal on the plinth.
3. Refix the desks on the plinths.

A glossary of terms is at Section 1.

#### 2.4.5 Exotic plantings

Significant and important features of the cemetery are exotic plantings made by families in remembrance of their loved ones, these form part of its historic landscape. These must be identified with procedures put in place to ensure their retention.

#### 2.4.6 Iron fences around graves

1. There are several sections of iron fencing around graves, these should be inspected and measured to determine if the original location of the remaining sections of the fence can be ascertained. If a complete fence is available and its original location determined, then consideration should be given to its reinstatement. Given the poor state of repair of many pieces, they should be placed on the grave and covered with stone in the process described for identified objects in Section 2.3. If the correct location cannot be identified they should be recorded and relocated to a communal section within the cemetery and covered with soil. This area should be recorded for future reference.
2. **Grave 12.** The iron fence should *not* be removed for repair. Breaks in the iron work should be repaired by re-setting and fixing using short sections of soft galvanised wire. Prior to commencing work ensure the concrete kerb is well covered by drop cloths. During a period of prolonged dry weather wash and brush ironwork with mineral turps and allow to dry. Once dry it should be coated with a mixture of equal part fish oil preservative (e.g. Watty! Killrust Fishoilene) and mineral turps applied with a brush ensuring that joints and crevices are well coated. When dry (this may take a few days), apply a second coat (Long Blackledge Architects 2014 Appendix G:37).

#### 2.4.7 Fragments

**Fragments** comprise any item determined to have been part of the original cemetery or grave furniture but not described above.

1. These should be inspected in situ to determine if they are in the correct location, or if they can be returned to their correct location. They should be considered an object with the process described in Section 2.3 followed.
2. If the correct location cannot be identified they should be recorded and relocated to a communal section within the cemetery and covered with soil. The location of the area should be recorded for future reference.

#### 2.4.8 Vegetation care and maintenance

Any works in the cemetery such as the removal of trees (dead or in poor condition) should be undertaken by staff or contractors that have undergone a site induction. Known graves should be cordoned off before works commence in conjunction with a heritage specialist. The use of machinery should be restricted to the smallest practicable item for the task to ensure minimal impact.





Trees should be cut off at the base with the root system left. Given the potential for unidentified burials to exist a stump grinder is NOT to be used and there should be NO attempt to remove the tree roots.

Prior to works commencing a suitably qualified horticulturalist should identify the native and weed species present across the cemetery. This process would include the identification of any exotic plantings that may have formed part of the cemetery landscape.

Any weeding of graves should be under the instruction of, or supervised by, a horticulturalist.

## 3 Conservation of specific graves

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### 3.1 Unidentified graves, depressions on east-west axis

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**Description:**

Across the cemetery area several depressions, on an east west axis, that are considered to be grave sites.

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**Condition:**

Fair

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**Threats:**

Inadvertent filling in of depression

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**Recommendations:**

- Removal of weeds in and adjacent the grave by hand.
-

### 3.2 Bush rock kerbed graves (Including but not limited to graves 1; 2; 11; 16; 17; 18; 19)

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**Description:**

There are several graves, on an east west axis, with bush rock embedded in ground for use as kerbing. In some instance the kerbing may be incomplete and loose rock may be present in association with the grave.

---

**Condition:**

Fair

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**Threats:**

Dislodgement or removal of bush rock

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**Recommendations:**

- Kerb: Section 2.4.2.1



### 3.3 Grave 4 – brick kerb, multiple

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**Description:**

Multiple square grave approximately 3.25m x 3.25m. The brick work (colonial bond) on the western extent is largely intact and is finished with a concrete coping. On the remaining three sides the brickwork has been dislodged. There is evidence that the brickwork was finished with an iron fence, however apart from some remnant embedded iron works none of the fence remains.

---

**Condition:**

Fair

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**Threats:**

Dislodgement or removal of bricks

---

**Recommendations:**

- Remove temporary fencing
- Kerb: Section 2.4.2
- Grave inset: Section 2.4.3





### 3.4 Grave 5 – brick kerb, no mortar

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**Description: Grave**

Bricks, on an east west axis, that comprise an informal kerbing. The south eastern corner of the brickwork appears embedded and in place however the remainder of the kerbing is incomplete. Some loose bricks are present.

---

**Condition:**

Poor

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**Threats:**

Dislodgement or removal of bricks

---

**Recommendations:**

- Kerb: Section 2.4.2
- 



### 3.5 Grave 6 – concrete kerb, multiple, Thornton headstone

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**Description:**

Multiple grave with concrete kerbing. To the immediate south is the Thornton monument

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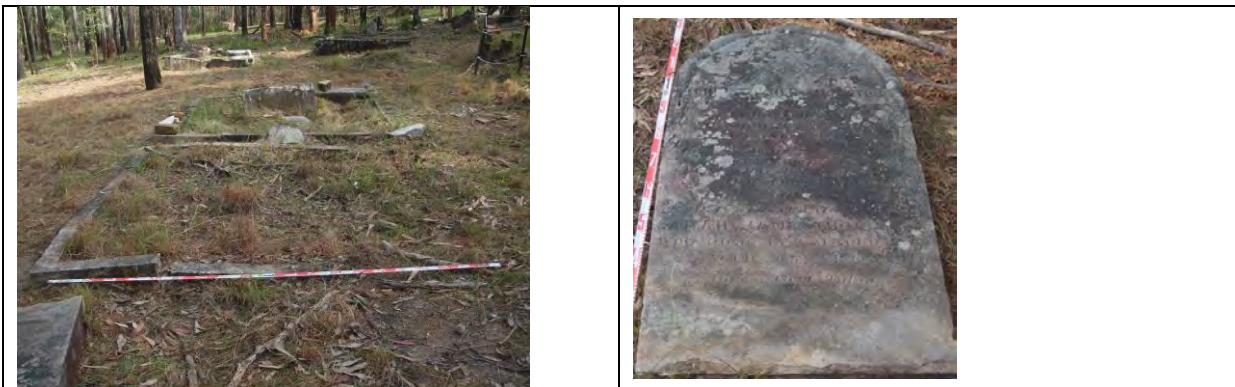
**Condition:**

Poor

---

**Threats:**
**Recommendations:**

- As the kerb is incomplete, follow the process in Section 2.4.3, and in addition identified weeds should be removed by hand and the native grasses remain (Section 2.4.8).
  - Kerb: Section 2.4.2
  - Headstone: Section 2.4.1. The headstone should be placed on the north east corner of the grave facing west.
  - Vegetation care and maintenance: Section 2.4.8
- 



Thornton headstone in place (Source: Lake Macquarie History n.d.).

### 3.6 Grave 7 – concrete kerb, multiple, William Hart tablet

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**Description:**

Multiple grave with relatively intact concrete kerbing. Within the grave is a desk dislodged from the kerb and a portion of a tablet (William Hart)

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**Condition:**

Poor

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**Threats:**

Vandalism

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**Recommendations:**

- Kerb: Section 2.4.2
- Grave Inset: Section 2.4.3
- Desk and Plinth: Section 2.4.4
- Tablet: Section 2.4.1.2





### 3.7 Grave 8 – concrete kerb, multiple

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**Description:**

Multiple grave with concrete kerbing. Evidence of headstone being present on the western kerb.

---

**Condition:**

Fair

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**Threats:**

Vandalism

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**Recommendations:**

- Kerb: Section 2.4.2
  - Grave inset: 2.4.3
- 





### 3.8 Grave 9 - concrete kerb, multiple, Robert James Jury/ Henry Barrett headstone

**Description:** Multiple grave with relatively intact concrete kerbing. Within the grave is a dislodged base and plinth desk and a single headstone for Robert James Jury and Henry Barrett.

**Condition:**

Poor

**Threats:**

Vandalism

**Recommendations:**

- Kerb: Section 2.4.2
- Plinth and Pedestal 2.4.4
- Headstone: Section 2.4.1
- Grave inset: 2.4.3 modified to ensure the retention of the grave plantings *Carolina jessamine*.



### 3.9 Grave 10 – rendered brick kerb, multiple

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#### Description:

Multiple grave with kerb constructed from rendered brick with a dislodged concrete plinth. Fragments of a marble tablet with some inscription has been placed on the kerb.

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#### Condition:

Fair

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#### Threats:

Vandalism

Damage through the continued growth of tree.

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#### Recommendations:

- Kerb: Section 2.4.2
  - Plinth; Section 2.4.4
  - Grave inset: Section 2.4.3
  - Fragments: Section 2.4.7
  - The tree should be removed by cutting off at the base and poisoning the exposed trunk, A stump grinder is *not* to be used and there should be *no attempt* to remove the tree roots. All care must be taken to prevent damage to the grave during works.
- 



Grave 10 showing headstone in place (Source: Lake Macquarie History n.d.)

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### 3.10 Grave 12 – concrete kerb, single grave, iron fence.

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**Description:**

Single grave with concrete kerb and intact iron fence. The single headstone for William T Rodgers and Nula Marea is within the grave however the oral evidence (Margaret Berghofer) and the physical evidence, a base with remnant marble would indicate the headstone belongs to the immediate north.

---

**Condition:**

Good

---

**Threats:**

Vandalism

---

**Recommendations:**

- Remove headstone and place in correct location (Section 3.14)
  - Kerb: Section 2.4.2
  - Grave inset: Section 2.4.3
  - Iron Fence: Section 2.4.6
- 





### 3.11 Grave 13 - brick, no mortar, multiple.

---

**Description:**

A series of bricks placed long edge down in a series of rows that indicate multiple internments.

---

**Condition:**

Fair

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**Threats:**

Vandalism; loss of bricks.

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**Recommendations:**

- As the kerb is incomplete, follow the process in Section 2.4.3, and in addition identified weeds should be removed by hand and the native grasses remain (Section 2.4.8).
  - Kerb: Section 2.4.2
  - Vegetation care and maintenance: Section 2.4.8
- 





### 3.12 Grave 14 – concrete kerb, multiple, known as Fitzpatrick grave,

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**Description:**

This large grave is divided by further internal concrete kerbs. The grave is identified in the Big Hill (Newcastle Family History Society 2002:56) as belonging to the Fitzpatrick family. Fragments of a marble memorial tablet (p.17) for William Robert Stewart are present.

---

**Condition:**

Fair

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**Threats:**

Vandalism

Loss of marble fragments

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**Recommendations:**

- Kerb: Section 2.4.2
- Plinth and desk: Section 2.4.4
- Tablet: Section 2.4.1.2
- Grave inset: Section 2.4.3



### 3.13 Grave 15 – two graves abutting, one with concrete kerb /one without a kerb.

---

**Description:**

Two graves abutting. 1) The northern grave has a plinth, desk with smaller desk atop, no kerbing. The iron fence is not attached, has no supporting structure and appears out of context. To the immediate south of this grave is another grave 2) this has a concrete kerb with plinth and desk.

---

**Condition:**

Fair

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**Threats:**

Vandalism

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**Recommendations:**

- Kerb: Section 2.4.2
- Plinth and desk: Section 2.4.4
- Grave inset: Section 2.4.3



### 3.14 Headstone - William T Rodgers and Nula Marea

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**Description:**

The headstone is currently situated in Grave 12. The correct location, marked by its plinth, is to the immediate north of Grave 12.

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**Condition:**

Fair

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**Threats:**

Vandalism

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**Recommendations:**

- Headstone: Section 2.4.1.1
- 



## References

Lake Macquarie History n.d. Teralba Cemetery. Laurie Nilson. Downloaded 1 July 2018.

[https://www.google.com.au/search?q=nilson+images+teralba+cemetery&rlz=1C1RNDG\\_enAU801AU801&tbm=isch&tbo=u&source=univ&sa=X&ved=0ahUKEwiPybrd147cAhULJJQKHVq\\_BzUQsAQIMQ&biw=1657&bih=846](https://www.google.com.au/search?q=nilson+images+teralba+cemetery&rlz=1C1RNDG_enAU801AU801&tbm=isch&tbo=u&source=univ&sa=X&ved=0ahUKEwiPybrd147cAhULJJQKHVq_BzUQsAQIMQ&biw=1657&bih=846)

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National Trust of Australia. 2009. Guidelines for Cemetery Conservation.

NSW Heritage Office. 1998. "How to Prepare Archival Records of Heritage Items." Pp. 49, edited by New South Wales Environment and Heritage: Heritage Office.

—. 2006. "Heritage Information Series: Photographic Recording of Heritage Items using Film or Digital Capture."

Newcastle Family History Society. 2002. The Big Hill: a tribute to the pioneers interred in Teralba and district cemeteries, N.S.W.

RPS. 2014. Teralba Cemetery, Teralba, NSW. Ground Penetrating Radar investigation. Unpublished Report to the McCloy Group.

RPS. 2015. Teralba Cemetery, Teralba, NSW. Plan of Management for Historic Heritage. Unpublished Report to the McCloy Group.



# Appendix E

## Archaeological Assessment

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File: EF14/21834  
Job ID: DOC18/98614  
Your Ref: N/A

Mr Harry Thomson  
McCloy Development Management Pty Ltd  
King Street West  
NEWCASTLE WEST

Email: [harry@mccloygroup.com.au](mailto:harry@mccloygroup.com.au)

Dear Mr Thomson

**NOTIFICATION OF AN EXCEPTION UNDER S139(4) OF THE *HERITAGE ACT 1977***

**Proposal: Fencing and non-intrusive landscape works at Teralba Cemetery, Billygoat Hill (off Pitt Street), Teralba NSW. (City of Lake Macquarie LGA).**

---

Reference is made to an exception notification form and supporting material received from you on 22 February 2018 seeking to undertake the above works. It is noted that these works are being undertaken under Exception 1B – **Minor Impact**.

The proposed works have been assessed as documented by the report/drawings titled:

*Teralba Cemetery - Archaeological Assessment*, RPS Australia, Pty Ltd (Laraine Nelson), prepared for McCloy Development Management Pty Ltd, date 16/02/2018.

Under delegated authority, an exception from the need for an excavation permit is endorsed in accordance with section 139(4) of the *Heritage Act 1977* and the relevant criteria have been addressed.

Please note this exception is endorsed, subject to the following general conditions. Acceptance of these statutory conditions by the Applicant is a requirement of this exception:

1. If any Aboriginal objects are discovered on the site, excavation or disturbance is to cease and the Office of Environment & Heritage is to be informed in accordance with Section 89A of the *National Parks and Wildlife Act 1974* (as amended).
2. This exception does not allow the removal of State significant relics.
3. Where substantial intact archaeological relics of State or local significance, not identified in the archaeological assessment or statement required by this exception, are unexpectedly discovered during excavation, work must cease in the affected area and the Heritage Council must be notified in writing in accordance with section 146 of the *Heritage Act 1977*. Depending on the nature of the discovery, additional assessment and possibly an excavation permit may be required prior to the recommencement of excavation in the affected area.
4. Anything done pursuant to this exception must be specified, supervised and carried out by people with knowledge, skills and experience appropriate to the work.

It should be noted that this endorsed exception covers only those proposed works described in the application. Any additional archaeological investigations will require a further approval.

This exception does not signify approval for any other activity on the site. In addition, an endorsement for an exception to the need for an archaeological permit under the *Heritage Act 1977* is additional to those that may be required from other local, State or Australian Government authorities. Inquiries about any other approvals needed should, in the first instance, be directed to the local council, State or Australian Government where appropriate.

Inquiries on this matter may be directed to Dr Siobhan Lavelle OAM, Senior Team Leader, Specialist Services at the Heritage Division, Office of Environment & Heritage, on 02 9873 8546 or via email at [siobhan.lavelle@environment.nsw.gov.au](mailto:siobhan.lavelle@environment.nsw.gov.au). Thank you for your application and the associated documentation to enable us to consider this proposal.

Yours sincerely



**Tim Smith OAM**

Director, Heritage Operations  
Heritage Division  
Office of Environment and Heritage  
15 March 2018

**On behalf of the Executive Director, Heritage Division, Office of Environment & Heritage**

cc. Ms Morven Cameron, Chief Executive, Lake Macquarie City Council, [council@lakemac.nsw.gov.au](mailto:council@lakemac.nsw.gov.au)

**SECTION 139(4) EXCAVATION EXCEPTION APPLICATION**

OR

**SECTION 146 NOTIFICATION OF A RELIC  
NSW HERITAGE ACT 1977**



All sections of this form must be completed before it can be assessed. The form is to be submitted to the Heritage Division, Office of Environment & Heritage in order to seek an exception from the need for an excavation permit issued by the Heritage Council of NSW which would otherwise be required under section 139(1) or (2) of the Heritage Act.

**For the purposes of registering this application, 1 original and 1 electronic copy must be submitted. All signatures on the hard copy form must be original.**

If the Heritage Council or its Delegate is satisfied with relevant matters relating to the proposal, a copy of this form will be endorsed and returned to the Applicant.

**THIS APPLICATION FORM and SUPPORTING DOCUMENTS SHOULD BE SENT TO:**

The Heritage Council, c/- The Conservation Manager, Heritage Division, Office of Environment & Heritage

**Mail:** Locked Bag 5020, Parramatta NSW 2124. **Email:** heritagemailbox@environment.nsw.gov.au

**1. SITE DESCRIPTION**

Name or number of property / shipwreck /relic: \_\_\_\_\_

Street: \_\_\_\_\_ Suburb/Town: Teralba

Council: Lake Macquarie Postcode: 2284

Lot/Section: Part Lot 500 Strata/Deposited Plan: 1234978 Grid Ref: E369515 N6350818 Zone56

**2. DESCRIPTION OF THE PROPOSAL OR RELIC**

**This MUST summarise the proposed works. Do not write 'See attached'. Drawings (A4 or A3) and photographs may also be attached to explain the proposal and assist a quick response**

The proposed works are for fencing and non intrusive landscape works at Teralba Cemetery. Teralba Cemetery, previously located in bushland, was never resumed, notified or gazetted as a Cemetery.

The development of a housing estate in close proximity to the Cemetery requires it be fenced and landscaped to ensure it is maintained and respected as an important feature of local heritage.

**COST OF PROPOSAL: \$ .....**

**SUBMISSION REQUIREMENTS ATTACHED**

**4. APPLICANT'S DETAILS**

Title: MR Name: HARRY THOMSON Position: DEVELOPMENT OFFICER

Company Name: MCCLOY DEVELOPMENT MANAGEMENT PTM LTD

Street: KING STREET Suburb/Town: NEWCASTLE WEST

Postcode: 2302 Email: harry@mccloygroup.com.au

Phone No.: 4945 7500 Fax No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: 03/02/18

**5. OWNER/S DETAILS AND CONSENT**

Title: MR Name/s: SHANE BOSLEM

Position: PROJECT DIRECTOR

Company Name: MCCLOY DEVELOPMENT MANAGEMENT PTM LTD

Street: KING STREET Suburb/Town: NEWCASTLE WEST

Postcode: 2302 Email: shane@mccloygroup.com.au

Phone No.: 4945 7500 Fax No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

**Registered Owner/s Consent**

As the registered owner/s of the above property, I/We give consent to this application.

Signature: \_\_\_\_\_ Date: 8/02



TYPE OF EXCEPTION	SUBMISSION REQUIREMENTS
<input checked="" type="checkbox"/> <b>S139 (1B)</b> <i>The excavation or disturbance of land will have a minor impact on archaeological relics including the testing of land to verify the existence of relics without destroying or removing them; OR</i>	<p>1 copy (+ 1 electronic copy) of a brief Statement documenting the expected level of impact on the archaeological resource and proposed methodology for the relevant Archaeological work (e.g. Testing or Monitoring).</p> <p>1 copy (+ 1 electronic copy) of a schematic plan or drawing of the site and/or other documents necessary to describe the proposal.</p>
<input type="checkbox"/> <b>S139 (1C)</b> <i>A brief written statement describing the proposed excavation demonstrates that evidence relating to the history or nature of the site, such as its level of disturbance, indicates that the site has little likelihood of Relics or no archaeological research potential. *see NOTE below.</i>	<p>1 copy (+ 1 electronic copy) of a Statement documenting that the proposed excavation or disturbance will only involve the removal of material with little or no archaeological potential and no heritage significance.</p> <p>1 copy (+ 1 electronic copy) of a schematic plan or drawing of the site and/or other documents necessary to describe the proposal.</p>
TYPE OF NOTIFICATION	SUBMISSION REQUIREMENTS
<input type="checkbox"/> <b>S146 Discovery of a 'Relic'.</b> <i>A person has discovered or located a relic (in any circumstances and whether or not the person has been issued with a permit).</i>	<p>1 copy of a statement describing the circumstances of the discovery (including images such as photographs or sketch plans as relevant). The statement should also describe any assessment or mitigation measures undertaken prior to notification.</p>

## ENDORSEMENT BY HERITAGE COUNCIL (OR ITS DELEGATE)

The proposed disturbance or excavation of land described on this form has been assessed by the Heritage Council (or its Delegate). The proposal does not require an excavation permit under section 140 of the *Heritage Act, 1977*, as it is excepted under the exception granted under section 139(4) of the *Heritage Act, 1977*, by the Heritage Council by Order published in the Government Gazette, and the relevant criteria have been satisfied.

.....  
**DIRECTOR / MANAGER**  
Heritage Division (as delegate of NSW Heritage Council)

### GENERAL CONDITIONS FOR ENDORSEMENT OF AN EXCEPTION

**NOTE 1:**

Should any Aboriginal 'objects' be uncovered by the work, excavation or disturbance of the area is to stop immediately. Works affecting Aboriginal 'objects' on the site must not continue until the Office of Environment and Heritage has been informed in accordance with Section 89A of the National Parks and Wildlife Act, 1974 (as amended). Aboriginal 'objects' must be managed in accordance with the National Parks and Wildlife Act, 1974.

**NOTE 2:**

This exception does not allow the removal of State significant Relics.

**NOTE 3:**

Where substantial intact archaeological relics of State or local significance not identified in the archaeological assessment or statements are unexpectedly discovered during excavation, work must cease in the affected area and the Heritage Division must be notified in writing in accordance with section 146 of the Heritage Act, 1977. Depending on the nature of the discovery, additional assessment and possibly an excavation permit may be required prior to the recommencement of excavation in the affected area.

**NOTE 4:**

Anything done pursuant to this exception must be specified, supervised and carried out by people with knowledge, skills and experience appropriate to the work.

**NOTE FOR EXCEPTION (1B):** Archaeological research potential of a site is the extent to which further study of relics likely to be found is expected to contribute to improved knowledge about NSW History which is not demonstrated by other sites or archaeological resources. Exception 1(B) could apply where:

- a site is suspected to exist, for example is identified and listed in an LEP or heritage study, but further assessment indicates it does not exist; exists at another location; or has been highly compromised/ disturbed; or
- the scale or nature of the proposed excavation will not affect significant areas/deposits of a known archaeological site for example, the excavation would only affect peripheral areas of a significant archaeological site.



# Teralba Cemetery

## Archaeological Assessment

---

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Final	For Issue	Laraine Nelson	Tessa Boer-Mah	19 February 2018

## Approval for issue

Name	Signature	Date
Tessa Boer-Mah		19 February 2018

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Appendix A	Proposed Landscape Plan
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## Summary

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This report assesses the archaeological potential of Teralba Cemetery in relation to proposed cemetery improvement works.

The project area comprises the site of the Teralba Cemetery, Billygoat Hill located within part Lot 500 DP 1234978. The cemetery constructed in bushland was never gazetted and lacks a clearly defined boundary. However, the Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' Part 1 'Heritage Items' (163) as a locally significant place in the Lake Macquarie Local Environmental Plan 2014.

This isolated remote location has changed in the recent past with the cemetery now located adjacent a new housing subdivision. To ensure the community respects and supports the retention of the cemetery as an important part of local history it is proposed that it be fenced and landscaped with appropriate heritage interpretation. The proposed works will require minor surface disturbance and therefore this report considers the potential for impact on subsurface relics.

This surface disturbance would include works associated with: construction of a boundary fence; installation of signage; levelling of ground for pathways and seating.

This report is accompanied by an *Excavation Exception under the Heritage Act, 1977, Section 139(4) Type 1(b)*. Advice on the requirement for relevant permits was sought by Lake Macquarie Heritage Officer, Sherrie-Lee Evans to Heritage Division. The advice provided by Dr Siobhan Lavelle was the submission of an *Excavation Exception, Section 139(4) Type 1(b)* application would be appropriate given the potential for unmarked graves and related funerary objects.

A contingency process is provided in Section 6.4 while to mitigate against potential harm the following recommendations are provided.

### Recommendations

#### Recommendation 1

An Excavation Exception under the *Heritage Act, 1977, Section 139(4) Type 1(b)* should be sought from the Heritage Council of NSW and works are not to commence until this has been approved.

#### Recommendation 2

Prior to any ground disturbance works commencing a specialist in historic heritage, together with a surveyor will identify and record the intended location of the fence; pathways; seating; signage. This will ensure no impact, inadvertent or otherwise, to any cemetery associated items.

#### Recommendation 3

A specialist in historic heritage will be on location during ground disturbance works and retained for the provision of specialist advice for the duration of the all works at the Teralba Cemetery.

#### Recommendation 4

If suspected archaeological relics as defined under the *Heritage Act 1977* (as amended), the proposal within that area must cease. The Heritage Division of the Office of Environment and Heritage must be notified as required under *Section 146* of the Act. The archaeological relic must be avoided. If it is not practicable to avoid the archaeological relic, additional approvals would be required under the Act.

**Recommendation 5**

Contractors and subcontractors should be made aware of the statutory obligations for cultural heritage under the *Heritage Act 1977* (as amended), which may be implemented as an induction.

# 1 Introduction

---

This report assesses the archaeological potential of Teralba Cemetery in relation to cemetery improvement works.

## 1.1 Project Area

The project area comprises the site of the Teralba Cemetery, Billygoat Hill located within part Lot 500 DP 1234978. The cemetery does not have a clearly defined boundary but identified burials are contained in a roughly rectangular space approximately 50 m west-east and 25 m north-south (Figure 1).

The cemetery was originally located surrounded by bushland with no designated access roads. This has changed in the recent past with the cemetery now located in close proximity to a new housing subdivision. This change requires that the cemetery be fenced and landscaped to ensure the community respects and supports the retention of this important part of local history.

The Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' Part 1 'Heritage Items' as a locally significant place in the Lake Macquarie Local Environmental Plan 2014.

The project area has been the subject of two previous reports: Historical Archaeological Study and Plan of Management, Teralba Cemetery (Lavelle and Turner 1994); and Billy's Lookout Reserve at Teralba, Plan of Management (RPS 2017).

## 1.2 The Proposal

The proposal is for the fencing and landscaping of the Teralba Cemetery. The style of fencing and landscaping has been chosen to reflect the 'bush' nature of the cemetery. The following works will require minor surface disturbance and therefore this report considers the potential for impact on subsurface relics.

This surface disturbance would include works associated with: construction of a boundary fence; installation of signage; levelling of ground for pathways and seating. The proposed landscape plan is provided in Appendix A.

## 1.3 Background

This report is accompanied by an *Excavation Exception under the Heritage Act, 1977, Section 139(4) Type 1(b)*. Advice on the requirement for relevant permits was sought by Lake Macquarie Heritage Officer, Sherrie-Lee Evans to Heritage Division. The advice provided by Dr Siobhan Lavelle was the submission of an *Excavation Exception, Section 139(4) Type 1(b)* application would be appropriate given the potential for unmarked graves and related funerary objects (Email, Lavelle to Evans, 19 December 2017).

An application under *Section 139(4) Type 1(b)* is required where:

***The excavation or disturbance of land will have a minor impact on archaeological relics including the testing of land to verify the existence of relics without destroying or removing them***

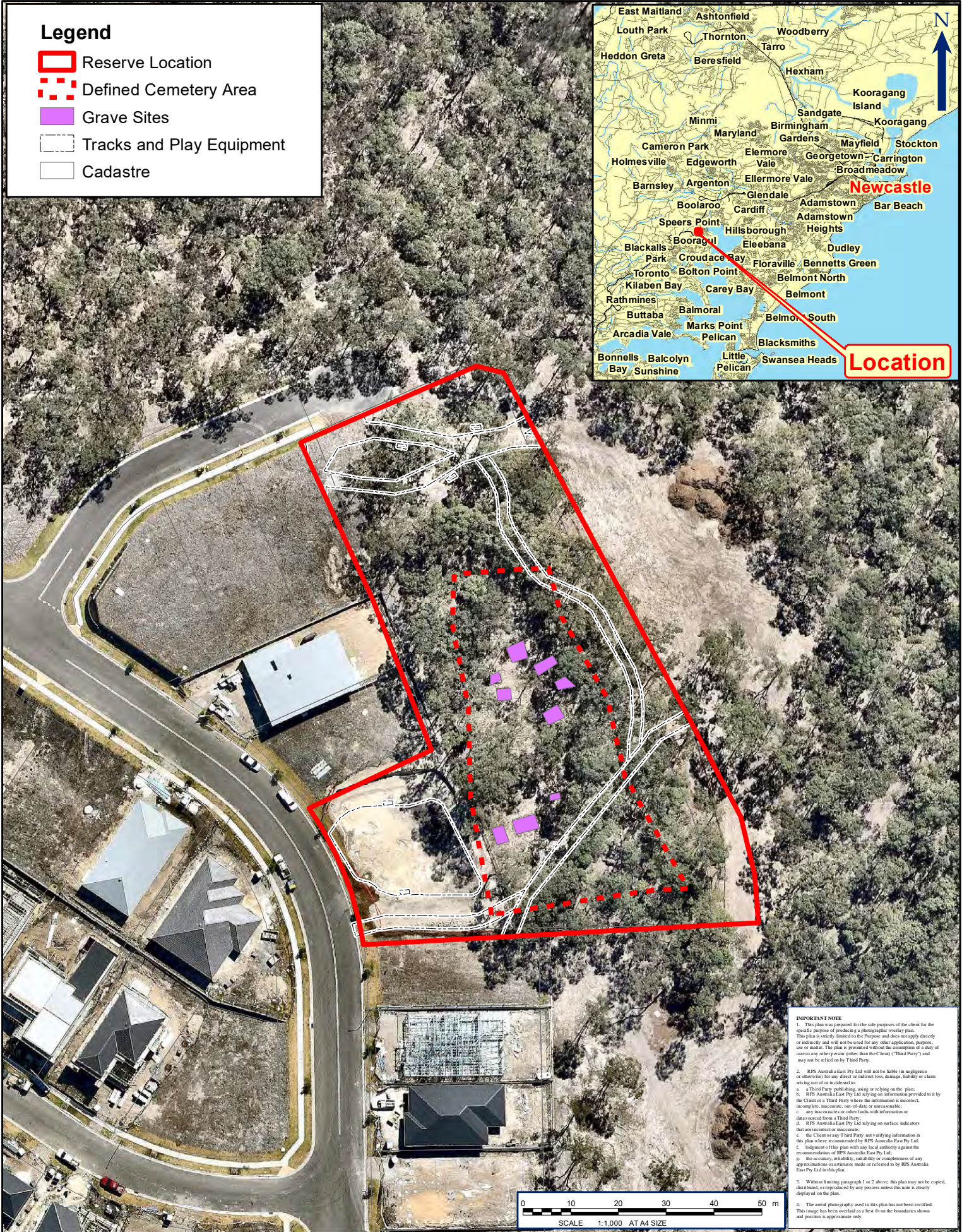
## 1.4 Authorship

This report has been written by Laraine Nelson, Senior Heritage Consultant, RPS Australia and reviewed by Tessa Boer-Mah, Newcastle Cultural Heritage Manager.



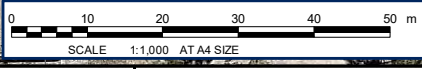
# Legend

- Reserve Location
- Defined Cemetery Area
- Grave Sites
- Tracks and Play Equipment
- Cadastre



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**FIGURE 1: SITE LOCATION**

<b>LOCATION:</b> BILLY'S LOOKOUT PITT ST, TERALBA	<b>DATUM:</b> GDA94 <b>PROJECTION:</b> MGA Zone 56
<b>JOB NO.:</b> PR 135276	<b>Data Sources:</b> RPS NearMap
<b>PURPOSE:</b> PLANNING	
<b>Technician:</b> Natalie Wood	<b>Date:</b> 6/02/2018

CLIENT: MCCLOY TERALBA PTY LTD

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## 2 Statutory Context

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The following provides background to the legislative and statutory requirements with regards heritage in NSW and in the Lake Macquarie Local Government Area.

### 2.1 Heritage Act 1977 (NSW)

The *Heritage Act 1977 (NSW)* provides for the identification and registration of the State's environmental heritage and interim protection of items of State significance and constitutes the Heritage Council of NSW. In addition to the State Heritage Register (SHR), the Act includes provisions for Section 170 Heritage and Conservation Registers and Interim Heritage Orders.

#### 2.1.1 The Relics Provision

The relics provision applies to all archaeological relics that form part of the State's environmental heritage but which are not identified on the SHR or protected through under an Interim Heritage Order.

A 'relic' is defined under the Act as:

*Any deposit, object or material evidence:*

*(a) which relates to the settlement of the area that comprises New South Wales, not being Aboriginal settlement, and*

*(b) which is of State or local significance*

It is an offence under Section 139 of the Act to disturb or excavate land knowing or with reasonable cause to suspect that the disturbance or excavation would affect archaeological relics except in accordance with a permit (or in accordance with a gazetted exception to the Act). Section 139 of the Act applies to all land within NSW not included on the SHR.

Permits are issued under Section 140 of the Act, or Section 60 for State significant relics. There are a number exceptions and exemptions under Section 139(4) of the Act for minor activities that would not adversely affect significance. Section 146 of the Act requires that all identified archaeological relics are reported to the NSW Heritage Council (or NSW Heritage Division).

It should be noted that not all archaeological resources are considered relics under the Heritage Act 1977. Important archaeological resources often comprise a number of different elements including archaeological 'relics' of significance in the form of archaeological deposits, artefacts and objects, but also other material associated with demolition or a work. A work is defined as a form of infrastructure including a culvert, drain, abutment or similar.

Where an exception is granted, and during the course of the development, substantial intact archaeological relics of State or local significance, not identified in an archaeological assessment or statement as required by the exception, are identified, all activity must cease in the affected area and the Heritage Division notified in writing in accordance with Section 146 of the Act. Depending on the nature of the archaeological relic, additional assessment and approvals may be required prior to the recommencement of any activity in the affected area.

## 2.2 Environmental Planning and Assessment Act 1979 (EP&A Act)

The EP&A Act provides the statutory framework for environmental planning and assessment for NSW. In determining land use planning proposals the Act requires that environmental impacts are considered, including the impact on cultural heritage.

Section 90 of the EP&A Act also provides scope for local councils or other relevant consent authorities to consider heritage issues in the assessment of development applications. Under the Local Government Act 1993 (LG Act) councils are responsible for a system of approvals and orders.

A council is required to take into account all relevant considerations before issuing an approval. Specifically, the LG Act requires a council to 'seek to give effect to the applicant's objectives to the extent that they are compatible with the public interest', and this includes 'any items of cultural and heritage significance which might be affected' by the activity for which the approval is sought.

## 2.3 Lake Macquarie Local Environmental Plan 2014

At the local government level statutory planning documents such as Local Environment Plans (LEP) provide for heritage under Section 5 Environmental Heritage.

The Lake Macquarie Environmental Plan provides protection for potential archaeological deposits with the objective to conserve archaeological sites. This is achieved through a requirement for Development Consent when:

Clause 5.10 (c) ***Disturbance of an archaeological site*** - disturbing or excavating an archaeological site while knowing, or having reasonable cause to suspect, that the disturbance or excavation will or is likely to result in a relic being discovered, exposed, moved, damaged or destroyed,

Clause 5.10 (7) ***Archaeological sites*** – this clause explains that before granting consent for the development of an archaeological site (not included in the State Heritage Register or subject to an interim heritage order) Council must notify the Heritage Council of the intention to grant consent; and, take into account any response from the Heritage Council within 28 days after the notice is sent.

The Teralba Cemetery, Billygoat Hill is included in Schedule 5 'Environmental Heritage' Part 1 'Heritage Items' (163) as a locally significant place in the Lake Macquarie Local Environmental Plan 2014 (Figure 1).

## 3 Historical Context

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The following information on the history of Teralba and the cemetery has been drawn largely from Historical Archaeological Study and Plan of Management, Teralba Cemetery, Precinct 10, Teralba NSW (Lavelle et al, 1994) and the Billy's Lookout Reserve at Teralba, Plan of Management (RPS 2017).

### 3.1 Teralba

Teralba was established because of the construction of the Newcastle-Sydney railway which commenced in 1880 and was carried out in stages until its completion in 1889. The route of the railway between the headwaters of Fennell's Bay and Awaba Bay crossed a large hill known as 'Big Hill' or 'Billygoat Hill' where on its northern side quarries were opened to provide gravel for fill and ballast for the line. By 1884 a large construction camp had been set up on or near Big Hill and presumably close to a nearby creek which became known as Fresh Water Creek. The camp was referred to as 'Freshwater Creek' and 'The Gravel Pits'.

The camp was located within the 914 acre 'Awaba park' estate of Margaret Quigley, the daughter of the wealthy Dr James Mitchell of Sydney whose landholdings were divided between his children when he died in 1869. Dr Mitchell and his heirs retained the freeholds of their properties as a rule and developed them by offering freeholds. Consequently, when a town threatened to develop from 'The Gravel Pits' camp, leases for commercial or residential purposes were offered.



**Figure 2** Historical features of the Teralba Area. Sketch plan of part of the Quigley Estate, Teralba (Newcastle Library)



Large construction camps often developed into settlements particularly if there were further employment opportunities. In the case of 'The Gravel Pit' local timber, gravel and coal reserves provided the attraction. In 1886 the Great Northern Coal Company began developing a colliery known as the Northern Colliery which changed its name several times until finally known as the Macquarie Colliery. A further coal mine was opened in 1890, the Gartlee Colliery later known as Northern. Saw mills were also established and the extraction of gravel continued.



**Figure 3** Photograph of Railway Camp at Teralba, 1887 (Photo taken by Ralph Snowball; source: Newcastle Region Library)

A school was moved from Cockle Creek Camp to the Gravel Pits in 1886 by the Education Department. The one acre site leased from the Quigley Estate provided a school for 90 students by the end of 1886 which had grown to 190 by 1889. The school had taken the name of Teralba by 1891 which followed the opening of the Teralba Station in 1887. The Quigley Estate had opened the first residential subdivision the previous year offering 50 year leases.

### 3.2 Teralba Cemetery

The Teralba Cemetery site does not appear in any official (published) editions of the Parish Map for Teralba. A land title search was also carried out as part of the 1994 Report and this found that the Teralba Cemetery was never officially resumed, notified or otherwise gazetted. The absence of the cemetery from legal documents means that it was never an official or formally established burial site but rather formed part of a large freehold portion of the Quigley Estate land.

It is surmised that representations regarding the existence of the cemetery had been made to the Lands Department with a surveyors report and that the owners had been notified of the planned resumption. This resumption clearly never took place and it is assumed that this was because a later railway deviation effectively cut the cemetery off from the township.

A search of Births, Deaths and Marriage notices in Hunter Valley newspapers from 1901-1905 carried out to inform the 1994 Report found that there were eleven burials notified at Teralba Cemetery. The information

indicates that the cemetery was operating as a general cemetery for the township, probably maintained by the local people with some supervision by a local undertaker which was unusual for a period as late as the 1880s/1890s.

The Teralba Parish Map shows that a separate site was set aside as a 'General Cemetery at Teralba'. This land was resumed on 13th March 1891 and dedicated on 5th June 1894. This parcel of land was never used as a cemetery and the site was eventually revoked in 1975. This could lead to the assumption that the local townspeople did not use the cemetery because they were satisfied with the existing one. However, various newspaper articles dating from 1916 to 1935 indicate that local residents were very dissatisfied with the condition of the cemetery and its location. A 1916 article in the Newcastle Morning Herald and Miners' Advocate states:

*The residents of Teralba have been complaining for a long time concerning the neglected state of the local cemetery, which is neither cleared nor fenced, although it has been used as a burial place for upwards of 25 years. Nothing has been done to improve it in any way. It is situated on a hill thickly timbered, with a rough, stony surface, without any pretence whatever of a road to reach it, and when a funeral takes place the horses have the utmost difficulty to reach the area.*

Further articles dating from 1921, 1925 and 1935 state that local residents continued to call on the Lands Department to find a more suitable site with several suggested and officially inspected but evidently, not eventuating in a new official cemetery site.

Extant monuments in the cemetery suggest a date range of c1880s to c1920s/30s although there is anecdotal evidence that burials may have taken place up to the 1960s/1970s. As the cemetery was not officially established, it was also not officially closed.

The publication *Big Hill, A tribute to the pioneers interred in Teralba and District Cemeteries* (Edit M Parsons) identifies four cemeteries located in the Teralba area. The cemetery this heritage report refers to is described as at Goat Hill (Parsons 2002:5). There is no accurate indication of the number of burials, however given the other cemeteries are described as small or family cemeteries it is likely this cemetery contained a significant number of burials.

## 4 Assessment of Archaeological Potential

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### 4.1 Description of the Project Area

The cemetery and general area, while originally in a secluded section of an open forest, is now adjacent a modern housing development with a children's playground on one boundary (Plate 1).

The cemetery appears to have had no defined boundary, that is, there are no boundary markers visible on the ground. In addition, there is no accurate description of the number of burials and few headstones or definable grave locations (Plate 2).

An informal eroded foot track leads north – south through the approximate centre of the cemetery.

The cemetery exhibits a range of grave types from large formal grave plots with kerbing and marble headstones through to simple graves with bush rock kerbing. There were four grave types identified:

- formal graves with kerbing and /or headstones;
- graves identified by un-bonded brick or garden tile kerbing;
- graves on an east west axis bounded by bush rock kerbing; and
- shallow depressions on an east west axis.

The formal grave plots are large, rather than single plots indicating multiple internments. The kerbing is brick, in most instances cement rendered. One large grave has a series of internal smaller kerbs denoting individual graves. The headstones that remain are of marble and all damaged to some extent. A number are damaged to such a degree it is no longer possible to discern identifiable information on the headstones. Throughout the cemetery there are sections and fragments of cast iron that would have once been part of the grave fencing.

The grave plots, marked by un-bonded bricks or terracotta garden tiles, have no remaining headstones. Most of these plots were small; however one large plot, kerbed in brick was approximately 4 metres x 4 metres in size. There was only one grave distinctly marked by terracotta garden tiles however, a collection of broken tiles in the north-west section indicated that it is likely there had been more present.

Several oval shaped areas, roughly on an east –west axis had a perimeter marked by bush rocks. These graves range in size from approximately 2 metres in length to 0.5 metres in length. This suggests that the smaller graves were used for children and the larger ones possible for adults.

Across the cemetery there are several shallow depressions on an east west axis and similar in size to the bush rock graves. It is most likely these mark the location of unmarked grave plots.

The cemetery lacks grave furniture and ornaments. There were some fragments of coloured glass, thought to be from broken vases; and shell, most likely from nearby Lake Macquarie or coastal beaches. There was a range of differing bricks across the cemetery; it is assumed that most were likely part of earlier grave kerbs that have been disturbed. In the northern section of the site near the access track there were two iron fragments set into the ground, they may have been part of a grave or cemetery furniture such as a gate.

The cemetery has suffered significant damage through vandalism, neglect and environmental factors. The condition of the cemetery is considered poor, with the remaining formal graves in poor condition with all headstones damaged to some extent and grave surrounds deteriorating. The location of the simpler graves formed by bricks, garden tiles and bush rocks could be easily lost through the dislodging of these features.



Photographs and description in Lavelle (1994) indicate further destruction has occurred since that report. This includes: the Thornton headstone has been removed from the grave and lies to the east; neither the Johnson or Cherry headstones could be located while; the Rodgers headstone has been broken.



**Plate 1** Playground with cemetery located behind the temporary fence



**Plate 2** View looking north east across Teralba Cemetery



## 4.2 Assessment of Archaeological Potential

The archaeological potential of the site is associated with, and includes human internments.

Currently in NSW the depth for human internments (on private land) is 900 mm (Guidance on Burying a Body on Private Land - Public Health Regulation 2012). While those regulations wouldn't have been in effect during the time of operation of the cemetery, it is likely that a similar depth would have been used.

The cemetery has had no maintenance for a considerable time so there is some potential for associated funerary objects to occur sub-surface. This may include though not limited to: grave furniture (vases, urns, grave surrounds) and grave markers (plaques, signs, timber crosses, etc.). It is likely, given the minimal number of observable surface funerary objects and their level of deterioration, that these items if present would be fragmentary and likely not in situ.

## 5 Significance Assessment

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The following assessment uses the seven criteria contained within Assessing Heritage Significance (Heritage Office (former), 2001) as derived from the Burra Charter which identifies the principal heritage values as aesthetic, historic, scientific and social.

The National Trust of Australia (NSW) Guidelines for Cemetery Conservation identifies ten different heritage values that can be evident at historic cemetery sites. These values include historical values; social values; religious values; genealogical information; artistic, creative and technical elements; setting; landscape design; botanical elements; ecological issues; and, human remains. The majority of these heritage values overlap with the NSW state heritage criteria.

Teralba has been previously assessed as significant at the local level.

The following significance assessment describes all criteria with potential archaeological resource assessed in Section 5.1.5.

### 5.1 Significance Assessment

#### **Historical Significance (SHR Criteria A) – An item is important in the course, or pattern, of NSW’s cultural history (or the cultural or natural history of the local area)**

The Teralba Cemetery provides an important physical and historical record of the early settlement of Teralba with burials which date from the area’s earliest occupation as a construction camp in the 1880s. It is an important historical and genealogical resource recording members of local families.

Teralba Cemetery embodies historic significance at the local level.

#### **Associative Significance (SHR Criteria B) – An item has strong or special association with the life or works of a person, or a group of persons, of importance in NSW’s cultural or natural history**

The cemetery contains some graves with legible headstones; however, there is no evidence to suggest that any of the known individuals buried in the cemetery are of particular importance to the history of the local area.

There is no evidence to suggest that Teralba Cemetery meets this criterion.

#### **Aesthetic Significance (SHR Criteria C) – An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement**

The remnant bushland setting of the cemetery combined with the remains of the graves and headstones creates results in a visually pleasing location. It is evocative of the pioneer era of the area’s settlement. It is understood that the headstones and grave remains are in such a poor state that there is little evidence to suggest that they illustrate distinctive artistic creativity.

Teralba Cemetery and its setting embody aesthetic significance at a local level.

#### **Social Significance (SHR Criteria 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**

Cemeteries in general have an important commemorative function and communities often have reverential attitudes towards them. They will have a special significance for descendants of those interred and are an important genealogical resource. Although community consultation has not been carried out to inform this assessment, it is understood that the cemetery has been a focus of community concern for some time and



that it is valued by the descendants of those buried there as well as the local community. It is understood that the cemetery continues to be regularly visited by descendants.

Teralba Cemetery is considered to meet the social significance criteria at a local level.

**Research Potential (SHR Criteria E) – An item has potential to yield information that will contribute to an understanding of NSW’s cultural or natural history**

There is no evidence to suggest that Teralba Cemetery has potential to yield information that will contribute to an understanding of the local area’s history.

Teralba Cemetery does not meet this criterion.

**Rarity (SHR Criteria 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)**

It is understood that the Lake Macquarie area contains several cemeteries dating from the main period of the Teralba Cemetery’s use from the end of the 19th Century. There is no evidence to suggest that the Cemetery embodies rarity value other than it not having been officially recognised. Further comparative analysis is required to determine whether this criterion is met, for instance, it is unknown whether extant bush rock graves are common in the local area.

There is no current evidence to suggest that Teralba Cemetery meets this criterion.

**Representativeness (SHR Criteria G) – An item is important in demonstrating the principal characteristics of a class of NSW’s (or the local area’s) cultural or natural places; or cultural or natural environments**

Teralba Cemetery presents a simple 19th Century design and layout and contains typical examples of late 19th Century and early 20th Century monumental masonry. It is considered to be representative of cemeteries dating from the late 19th and early 20th Centuries found in the local area.

Teralba Cemetery embodies representative value at the local level.

## 5.2 Statement of Significance

Teralba Cemetery is a locally significant heritage place that embodies historic, aesthetic, social and representative heritage values. Burials within the cemetery date from the area’s earliest occupation in the 1880s as a construction camp and as such, it provides an important record of Teralba’s development as well as its early residents. The cemetery is socially significant as a genealogical resource and as a commemorative place for the descendants of those buried there and the local community in general. The attractive bushland setting and its juxtaposition with the remaining grave structures contribute towards the site’s aesthetic values. The design, layout and extant monumental masonry are typical of the late 19th century and early 20th Century and as such, the cemetery is representative of this period.

## 6 Impact Assessment

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### 6.1 Proposed works

The proposed works in accordance with the Billy's Lookout Reserve at Teralba, Plan of Management (RPS 2017) will comprise: construction of a boundary fence; installation of signage; levelling of ground for pathways and seating.

The works will be conducted using 1.7 ton excavator or smaller with an auger attachment for post holes.

**Boundary Fence:** the fence will ensure the boundary of the cemetery is identified. It was chosen following a review of fences used in country cemeteries reflecting the rudimentary nature of the cemetery. The open style will facilitate passive surveillance.

Excavation for the placement of approximately 83 fence post holes, the holes will have a 250 mm diameter and be to a depth of approximately 400 mm.

**Signage:** the final design for signage has not been determined; however, it is anticipated they will be unobtrusive in keeping with the nature of the cemeteries and limited to plaques, register of known burials and storyboards. Installation of these items will require minimal ground disturbance. The placement of fence posts will be limited to the northern most extent of the project area.

Excavation for the insertion of supporting fence posts (if required) to a depth of approximately 500 mm.

**Seating:** comprising solid sandstone blocks these will be placed on a level surface. Every effort will be made to locate suitable level areas of ground for placement, however in some instances small areas may need to be levelled.

Excavation to a maximum depth of 150 mm for the placement of sandstone blocks.

**Pathway:** there are existing tracks on the northern and southern extents of the cemetery, these will be converted to paths and a new path constructed as a link on the eastern boundary. The new paths will be informal in character; they will have hardwood timber edging with gravel used as the path surface. The construction of the path will require minor ground disturbance for the insert of the timber edging and levelling where required of the ground surface.

Excavation for the placement of the insert of the timber edging will be to a maximum depth of 100 mm. The path will be approximately 200 mm wide.

**General landscaping:** the landscaping plan will be developed in accordance with the Billy's Lookout Reserve at Teralba, Plan of Management (RPS 2017). The ground disturbance works associated with landscaping will have a maximum depth of 300 mm.

### 6.2 Impact Assessment

It is considered that the proposed works will have minor or no impact on archaeological relics. Ground disturbance works will be limited to 500mm in depth and mostly shallower than this. It is considered the depth of excavation for works should not impact on internments as they are likely to be deeper than 500mm. The minimal quantity of visible funerary objects would indicate that it is unlikely to impact funerary objects.

### 6.3 Conduct of Works

To mitigate against unforeseen impact the following process will be followed:



- Prior to any ground disturbance works commencing an historic heritage specialist, together with a surveyor will identify the location of the fence; pathways; seating; signage. This will ensure no impact, inadvertent or otherwise, to any cemetery associated items.
- During all ground disturbance works a historic heritage specialist will be on location for monitoring.

## 6.4 Contingency

In the unlikely instance of archaeological resources, or suspected archaeological resources being uncovered the following process will be undertaken:

- The resources will be documented, an identification made as to whether the resource constitutes a 'relic' and their significance assessed.
- An s146 notification will be prepared if a 'relic' is identified

Works will not re-commence until the assessment and management measures have been put in place.

In the unlikely event that human remains are identified, the Coroner's office and OEH will be notified.

## 7 Conclusion and Recommendations

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### 7.1 Conclusion

The proposed landscaping will ensure that the Teralba Cemetery is retained as an important reminder of the history of the local area. The associated construction will require sub surface works that have potential to impact on the archaeological resource. It is considered however, that the potential is minor and the participation of a specialist in historic heritage before and during the ground disturbance works will ameliorate the risk.

### 7.2 Recommendations

#### Recommendation 1

An Excavation Exception under the *Heritage Act, 1977, Section 139(4) Type 1(b)* should be sought from the Heritage Council of NSW and works are not to commence until this has been approved.

#### Recommendation 2

Prior to any ground disturbance works commencing a specialist in historic heritage, together with a surveyor will identify and record the intended location of the fence; pathways; seating; signage. This will ensure no impact, inadvertent or otherwise, to any cemetery associated items.

#### Recommendation 3

A specialist in historic heritage will be on location during ground disturbance works and retained for the provision of specialist advice for the duration of the all works at the Teralba Cemetery.

#### Recommendation 4

If suspected archaeological relics as defined under the *Heritage Act 1977 (as amended)*, the proposal within that area must cease. The Heritage Division of the Office of Environment and Heritage must be notified as required under *Section 146* of the Act. The archaeological relic must be avoided. If it is not practicable to avoid the archaeological relic, additional approvals would be required under the Act.

#### Recommendation 5

Contractors and subcontractors should be made aware of the statutory obligations for cultural heritage under the *Heritage Act 1977 (as amended)*, which may be implemented as an induction.

## 8 References

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Correspondence: Lavelle to Evans, Email, Subject: Teralba Cemetery, 19 December 2017

Lavelle, S and Turner, J. 1994, Historical Archaeological Study and Plan of Management, Teralba Cemetery. Unpublished report to Landcom and Sinclair Knight.

NSW Health, 2012. Guidance on Burying a Body on Private Land - Public Health Regulation 2012. Downloaded 8 February 2018. [http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/GL2013\\_016.pdf](http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/GL2013_016.pdf)

Parsons, M Edit. 2002, Big Hill - A tribute to the pioneers interred in Teralba and District Cemeteries.

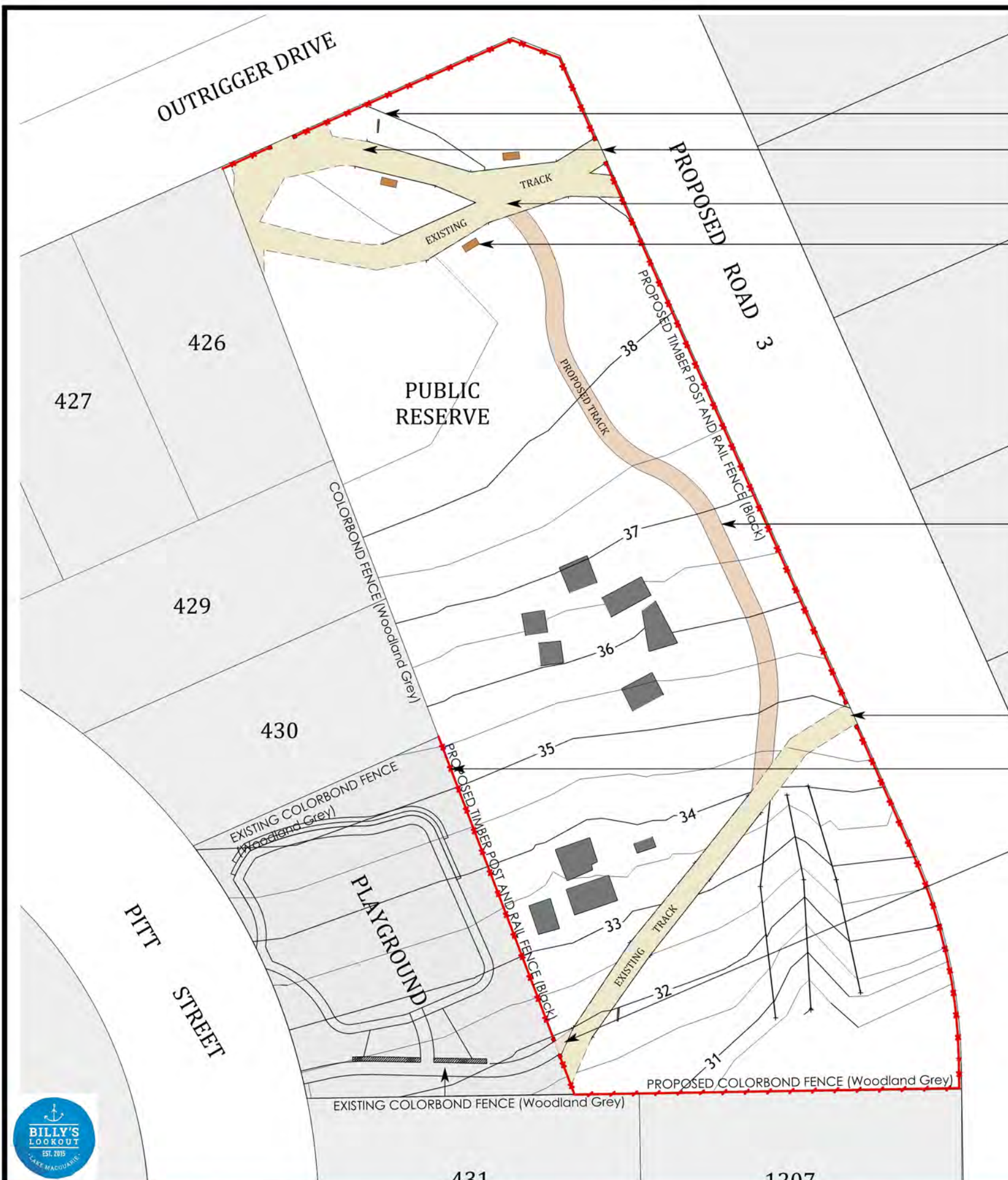
RPS, 2017, Billy's Lookout Reserve at Teralba, Plan of Management. Unpublished report to Lake Macquarie City Council.

# Appendix A

## Proposed Landscape Plan

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Commemorative plaque / story board / register of burials.

Opening in Timber Post & Rail Fence. Entrance to Cemetery.

Existing paths to be reinstated where possible.

Seating constructed from sandstone blocks capped with timber slats. Refer to details on MG02. Locations to be confirmed onsite once surveyed by qualified Archaeologist on site prior to installation.

Proposed gravey path with timber edging to create an appropriate link through the cemetery. Location suitability to be confirmed onsite by qualified archaeologist once surveyed prior to any construction.

Opening in Timber Post & Rail Fence. Entrance to Cemetery.

Black Timber Post & Rail Fence along boundary of Cemetery and Playground.

Opening in Timber Post & Rail Fence. Entrance to Cemetery Park.

**LEGEND**

- PROPOSED TIMBER POST & RAIL FENCE (1200h) BLACK
- PROPOSED COLORBOND FENCE (1800h) WOODLAND GREY
- EXISTING TRACK TO BE MADE GOOD
- PROPOSED GRAVEL TRACK (LOCATION TO BE CONFIRMED ONSITE)
- PROPOSED SANDSTONE BENCH SEATING (LOCATION TO BE CONFIRMED ONSITE)



SANDSTONE LOG (VARYING LENGTHS)



HARDWOOD TIMBER CAPPING TO BE FIXED TO TOP OF SANDSTONE LOG (STAINED TO DARK TONE)



TIMBER POST & RAIL FENCE (BLACK) BOUNDING THE CEMETERY TO SURROUNDING ROADS AND PLAYGROUND.

1 5 10 20



**PROJECT**  
 BILLY'S LOOKOUT  
 PITT STREET - TERALBA

**DRAWING**  
 FENCING, SEATING &  
 FOOTPATH PLAN

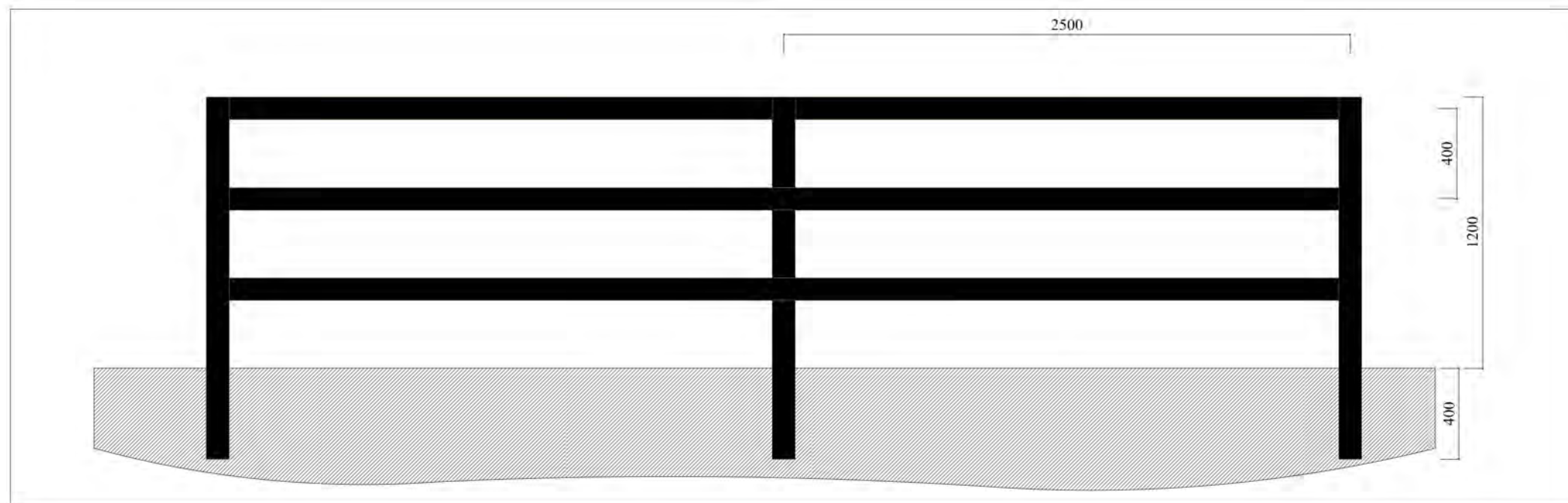
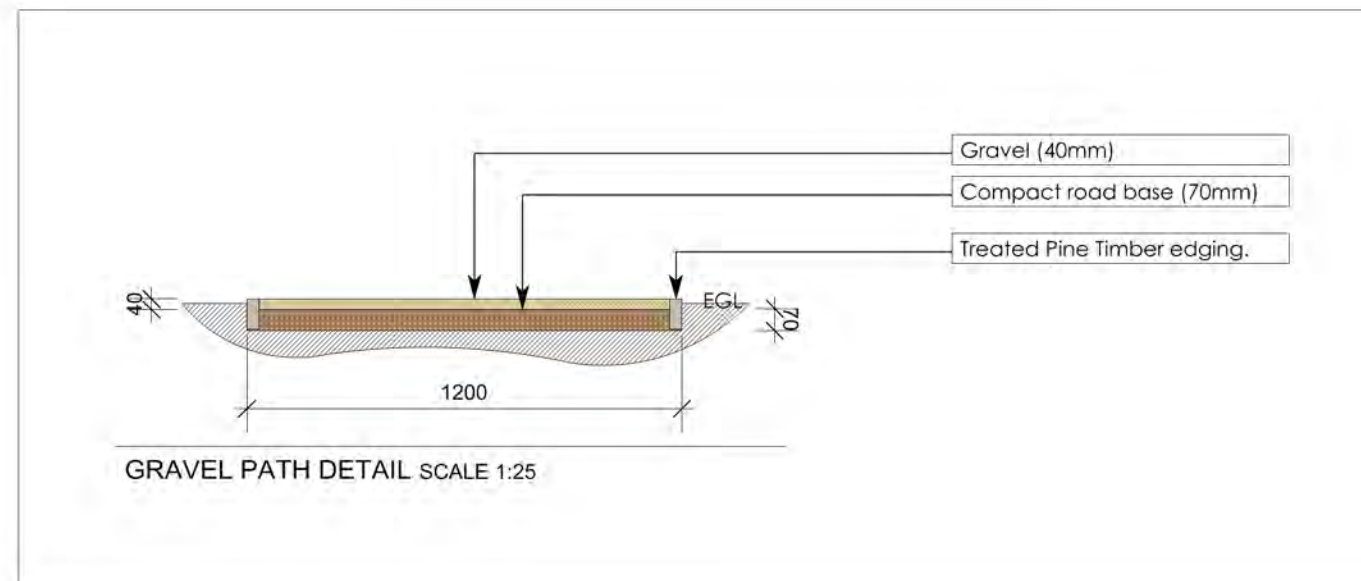
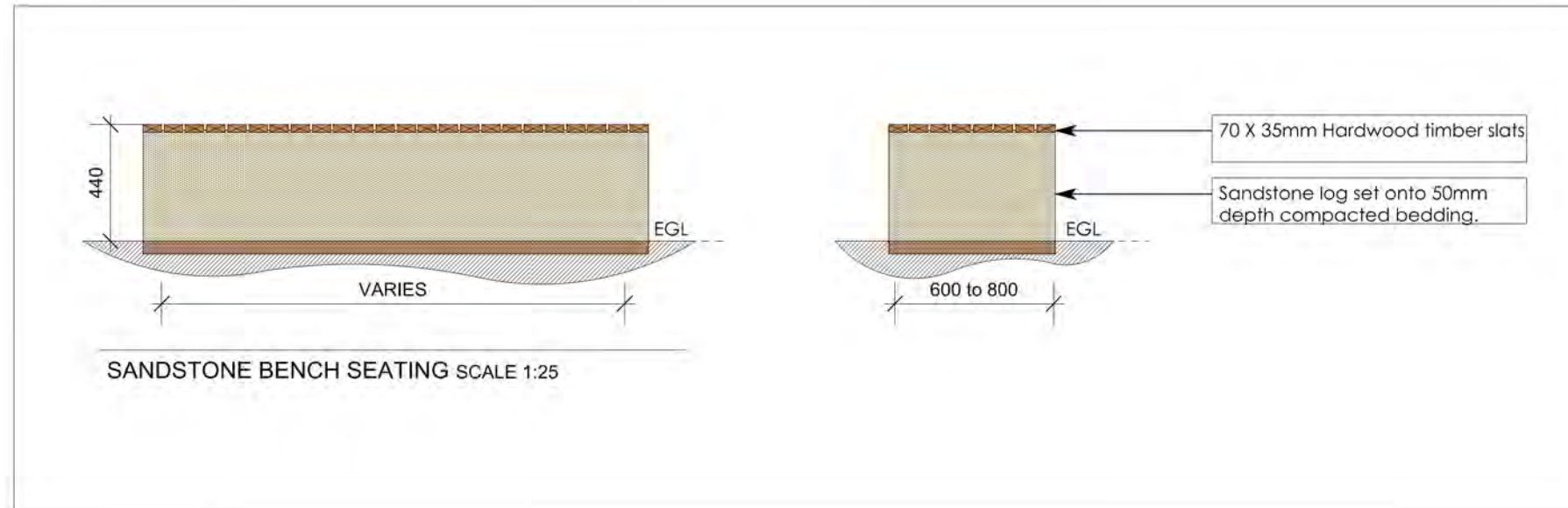
**LOCATION**  
 LOT 31 & 32 DP 858667  
 LOT 2 DP628454

**DA NUMBER**  
 DA/3478/2002/G

REVISION	DATE	DETAILS
REV A	03.06.2016	CEMETERY PLAN
REV B	06.09.2017	CEMETERY PLAN
REV C	12.02.2018	FENCING, SEATING & PATH

DATE	REVISION
12.02.18	C
SCALE	DRAWING
1:500 @A3	MG01





**PROJECT**  
BILLY'S LOOKOUT  
PITT STREET - TERALBA

**DRAWING**  
DETAILS

**LOCATION**  
LOT 31 & 32 DP 858667  
LOT 2 DP628454

**DA NUMBER**  
DA/3478/2002/G

REVISION	DATE	DETAILS
REV A	03.06.2016	CEMETERY PLAN
REV B	06.09.2017	CEMETERY PLAN
REV C	12.02.2018	FENCING, SEATING & PATH

**DATE**  
12.02.18

**SCALE**  
As Shown@A3

**REVISION**  
C

**DRAWING**  
MG02

# Appendix F

## Community Consultation

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8 JANUARY 2019

# Teralba Cemetery

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## Community Consultation



## Document status

Version	Purpose of document	Authored by	Reviewed by	Review date
Draft	For client review	Laraine Nelson	Shaun Smith	16/07/2018
Final	For Issue	Laraine Nelson	Alex Byrne	08/01/2019

## Approval for issue

Name	Signature	Date
Alex Byrne		08/01/2019

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<b>Author:</b>	Laraine Nelson		
<b>Reviewed:</b>	Alex Byrne		
<b>Approved:</b>	Alex Byrne		
<b>No.:</b>	PR135276		
<b>Version:</b>	Final		
<b>Date:</b>	8 January 2019		

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## Appendices

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Appendix A    Consultation Log and Drop in Attendance Sheet

# 1 Community Consultation

A community consultation process was undertaken to provide advice on the proposed conservation and landscape works for the Teralba Cemetery. The consultation log is at Appendix A.

The consultation was undertaken by Laraine Nelson, Senior Heritage Consultant, RPS. The following groups were provided with advice on the consultation process, with a request for input:

- Friends of Teralba Cemetery Facebook Page
- Boolaroo/ Teralba Community Noticeboard Facebook Page
- Lake Macquarie City Library – Speers Point Community History Librarian
- Newcastle Family History Group
- Lake Macquarie Local History Group
- Lake Macquarie District Historical Society
- East Lakes Historical Society
- West Wallsend Local History Society

## 1.1 Consultation process

Details of the consultation process are at Appendix A.

The most active group with an interest in the Teralba Cemetery was the Friends of Teralba Cemetery Facebook Page group. Contact was made with Margaret Berghofer and Paul Vecera, Administrators of the page with an introductory meeting on 25 June 2018.

This was followed by a visit by Margaret Berghofer and Paul Vecera, accompanied by Laraine Nelson, to Teralba Cemetery on 29 June 2016.

To ensure advice on the proposed conservation and landscape works could be provided to the widest audience a drop-in session was held. This was advertised widely through the groups listed above, through a letterbox drop in the Teralba area and through word of mouth. The letter box drops, and word of mouth was used and encouraged to ensure older members of the community were aware on the session.

### 1.1.1 Meeting - 25 June 2018

#### Attendees

Name	Reference	Company	Role
Margaret Berghofer	Introductory meeting	Friends of Teralba Cemetery Facebook Page	Administrator
Paul Vecera	Introductory meeting	Friends of Teralba Cemetery Facebook Page	Administrator
Melissa McGill	(Invited but unable to attend)		
Laraine Nelson (LN)		RPS	Senior Heritage Consultant

#### Item

- Conservation Strategy for Teralba Cemetery – LN provided overview of work to date this included:

- Issuing of an Archaeological Exception permit by NSW Heritage Division for works that include: fencing, paths, sign and landscaping.
- Discussions with National Trust (NT) on Best Practice for cemetery conservation.
- Preliminary conversation with cemetery conservation specialist recommended by NT.
- Discussions included:
  - Need to retain the ‘bushland feel’ of the cemetery.
  - Recognition of the Aboriginal people buried in the cemetery.
  - A post and rail boundary fence considered appropriate.
  - Formalise the existing paths through the cemetery to ensure minimal disturbance to the landscape. Use of pebbles or like to create a natural surface.
  - Use native plants as a screen for the fences that border the cemetery.
  - Use native grasses to retain the bushland appearance and minimise ongoing maintenance.
- Organise meeting at Teralba Cemetery with Margaret Berghofer, Paul Vecera, Melissa McGill to identify the original location of displaced headstones.

### 1.1.2 Site Visit – 29 June 2018

#### Attendees

Name	Reference	Company	Role
Margaret Berghofer	Site visit	Friends of Teralba Cemetery Facebook Page	Administrator
Paul Vecera	Site visit	Friends of Teralba Cemetery Facebook Page	Administrator
Melissa McGill	(Invited but unable to attend)		
Laraine Nelson (LN)		RPS	Senior Heritage Consultant

The purpose of the site visit was to identify the original location of headstones and features that had been moved. Discussion were held on the proposed works with the location of items such as the pathway inspected.

The inconsistency of the Colorbond fencing with the bushland appearance was noted.

### 1.1.3 Drop in session - 14 June 2018

An attendance sheet was signed by many, but not all participants. The attendance sheet should remain confidential (Appendix A).

A drop-in session was organised for Saturday 14 July 2018 from 2pm – 4pm at the Teralba Community Hall by Laraine Nelson (RPS). The intention was to ensure the community had the opportunity to view plans for the Teralba Cemetery Reserve and provide comment.

Between 50 and 60 people attended the session, with the majority having family members interred.

Plans for, and images of, the cemetery were on display around the walls. LN gave a short talk on the plans and advised the proposed:



- layout of the reserve and the construction of pathways, fences and seats;
- conservation works under the advice of Sach Killam, Rookwood Cemetery Trust; and
- heritage interpretation to relay the history.

Following discussions, the group agreed on the following recommendations:

- Names of those interred are shown at the cemetery – discussions around the problem of not having a formal cemetery register was discussed.
  - Recommendation that the list of internments in *The Big Hill* (Newcastle Family History Group) be used as the list. This could form part of the heritage interpretation at the cemetery, with the list on a storyboard at the northern entrance to the cemetery.
- Plantings to soften the Colorbond fencing. It was considered this would screen the fence and enhance the appearance.
  - Native shrubs be planted where Colorbond fencing occurs.

*In addition:* One member of the meeting advised that he had a cemetery tablet (family member) in his care and would like to see it reinstated at the cemetery.

# Appendix A

## Consultation Log and Drop in Attendance Sheet

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## Communication Log

Date	Action	Medium	Instigator
22/06/2018	Contacted Margaret Berghofer with request for meeting with reps from Friends of Teralba Cemetery Facebook Page.	Phone	LN
25/06/2018	Meeting held at Pippy's Hotel (details in meeting minutes)	Meeting	LN
26/06/2018	Request placed on Friends of Teralba Facebook Page for input to plan from families of those buried at Cemetery	Facebook	LN
26/06/2018	Celeste Thornton (family member/s at cemetery) to discuss plans for the cemetery. Important to have place to take children to show their respect for family and connection to the area.	Phone	Celeste Thornton
27/06/2018	Contacted Margaret Berghofer and Paul Vecera to arrange a meeting at Teralba Cemetery. Melissa McGill was invited via Margaret to attend.	Phone	LN
29/06/2018	Teralba Cemetery visit in conjunction with Margaret Berghofer and Paul Vecera (Friends of Teralba Cemetery Facebook Page)	Site visit	LN
3/7/2018	Newcastle Family History Group to publicise drop in session	Email	LN
3/7/2018	Lake Macquarie Family History Group to publicise drop in session	Email	LN
6/7/2018	Responded to Paul Vecera request to put link to Boolaroo/ Teralba Community Noticeboard Facebook Page	Email	LN
6/7/2018	Information on project and advert for drop in session on Boolaroo/ Teralba Community Noticeboard Facebook Page		
9/7/2018	Returned phone call from Sandy MacBean re: drop in session	Phone	SM
9/7/2018	Sandy McBean called to provide further information	Phone	SM
9/7/2018	To Ann Crump Community History Librarian Lake Macquarie Library - emailed information on drop in session.	Email	LN
9/7/2018	Ann Crump posted on drop in advice Local History Noticeboard;	Noticeboard	AC
9/7/2018	Ann Crump emailed drop in advice to: <ul style="list-style-type: none"> <li>• Lake Macquarie District Historical Society</li> <li>• East Lakes Historical Society</li> <li>• West Wallsend Local History Society</li> </ul>	Email	AC
13/7/2018	Reminder Drop In session - on Boolaroo/ Teralba Community Noticeboard Facebook Page	Facebook	LN
13/7/2018	Reminder Drop In session - on Friends of Teralba Cemetery Facebook Page	Facebook	LN

Date	Action	Medium	Instigator
14/7/2018	Drop in session – invitees: <ul style="list-style-type: none"> <li>• Friends of Teralba Cemetery Facebook Page</li> <li>• Boolaroo/ Teralba Community Noticeboard Facebook Page</li> <li>• Lake Macquarie City Library – Speers Point Community History Librarian</li> <li>• Newcastle Family History Group</li> <li>• Lake Macquarie Local History Group</li> <li>• Lake Macquarie District Historical Society</li> <li>• East Lakes Historical Society</li> <li>• West Wallsend Local History Society</li> </ul>	Meeting	LN
16/7/2018	Expression of thanks posted on Facebook.	Facebook	LN





**Newcastle Office**  
 Ground Floor, 241 Denison Street, Broadmeadow NSW 2292  
 PO Box 428, Hamilton NSW 2303  
 T +61 2 4940 4200

*Estimate 60 people*

<b>Reference:</b>	135276
<b>Meeting name:</b>	Teralba Cemetery Reserve - Drop In Session
<b>Meeting date:</b>	13 July 2018
<b>Meeting location:</b>	Teralba Community Hall

**Attendees**

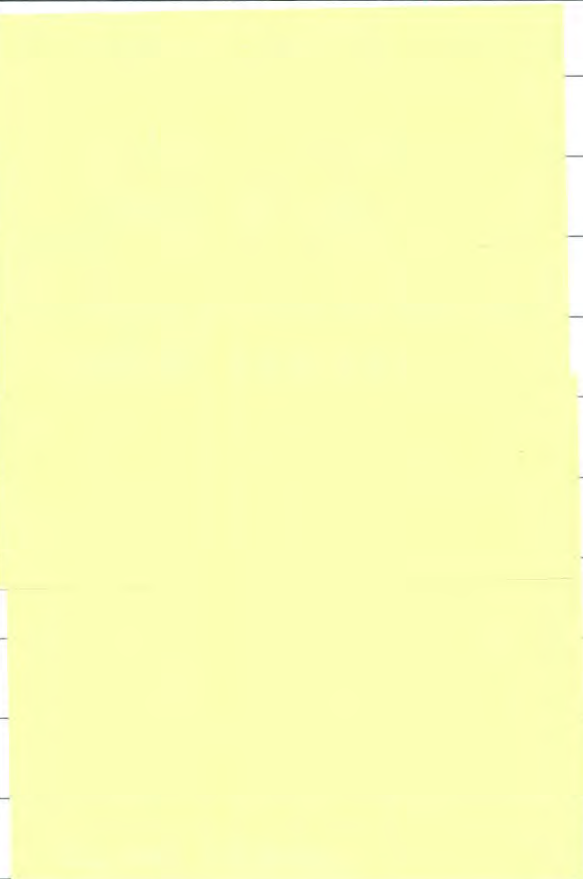
Name	Contact Details (optional)
<i>ROGER CHEAM + CLARE</i>	
<i>Jean Pearson</i>	
<i>Pam Douglas</i>	
<i>Leanne Douglas</i>	
<i>Jane ISON</i>	
<i>ALLAN THORNTON</i>	

RPS

Name	Contact Details (optional)
Kerrie Jean	
TERRY <sup>ELWIS NEE</sup> (HORNLE)	
Keith EDWARDS	
Janet Weatherstone	
Betty Weatherstone	
Ken Weatherstone	
Ross O'BRIEN	
DEBRA O'BRIEN (BASSFORD/SAGER)	
SYLVIA BASSFORD (SAGER)	
SANDY MAC BEAN	
NEVILLE HART *	

T. COM. AY

## RPS

Name	Contact Details (optional)
STEVE WEATHERSTONE	
Bev Weatherstone.	
Daniel Wilson	
Kayla Gardner	
Melissa McGill	
Macy Unwin	
Charlotte Unwin	
Samantha Vecera	
Jacob Weekes	
Jordan Russell	
HARRINE SHINFIELD	

RPS

Name

Contact Details

Elspeth Bradbury.

Paul Vecera

Samantha Vecera

Margaret Berghofer

Melissa McGill

