

Explanations of PARISH PLAN information as referred to on a sample sheet

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1. MISCELLANEOUS PLAN NUMBER

Given to plans in the G.P.O. with one or more Survey or Certified Plan mounted onto one sheet (approx. 1m x .8m). Shown in second plan number column on Schedule- E.g. M 54K.

2. CROWN RESERVES

Land reserved for various public use. Usually defined by Governor in Council description in Government Gazette. Check Record Plan and Gazette description to see whether a Crown Allotment number has been issued. If this is not the case, allocate one. Give allotment number where none exists. All relevant Gazettals to be retained for inclusion in Schedule (Telling complete story of the evolvement of current shape and area). The word "Permanent" to be added where applicable.

3. ROAD WIDTHS

The original width of road as shown on original survey or Crown Grant. To be converted into metric dimensions and shown on face of new Parish plan, when larger or smaller than 20.12M.

4. C.R.B. OR GAZETTED L.G.A. ROAD DEVIATIONS

Sections of roads that deviate from Government Roads. Indicated on face of plan with a broken line as they pass through leased or sold Crown Allotments. Frequently, portions of Government Road are closed in lieu of deviations being opened. In these cases, the information re: opening and closing, together with Gazettal year and page are shown on face of new Parish plan. Also all C.R.B. deviations show Survey Plan number (S.P.) where available.

5. GRANTEES

The person(s) who initially purchased the allotment from the Crown. Shown in appropriate columns of Schedule. Where there are more than one Grantee, show one name followed by "ETC".

6. DATE OF GRANT

Official date of purchase of each allotment or group of allotments from the Crown.

Shown in appropriate columns of Schedule.

7. IMPERIAL AREA (IN ACRES, ROODS AND PERCHES)

To be converted into metric areas in either Hectares or Square Metres by computer. Shown in appropriate columns of Schedule.

8. P. P.

These initials mean original plan of survey. This prefix has been changed in recent years to C.P., meaning Certified Plan as certified by the Surveyor-

General. All O.P. prefixes are to be altered to C.P. The C.P., numbers are then to be shown in first Plan number column of Schedule. These C.P. numbers refer to the survey(s) the Crown Grant was based on.

9. FILE NUMBERS

There are various types of file numbers. Some have a letter prefix and others are in the form of a fraction. E.g. 12725/19.20. The first number is the case number and the second number(s) indicates the section(s) of the Land Act under which the allotment is being dealt with. File number is shown in appropriate columns of Schedule.

10. BEARINGS AND DISTANCES

Crown Grant Imperial dimensions of each boundary line from original Survey or Certified Plan. These dimensions are omitted from new Parish plans but are available from C.P.O. from CJP.'s, C of A's, other surveys and old Record or O.B. plans.

11. C. OF A.

These initials mean Certificate of Adjustment- Such a certificate is prepared and issued to correct an anomaly in Crown Allotment description or dimensions after Crown Grant has issued. Shown in first Plan number column of Schedule when it supersedes a Survey found to be incorrect. Sometimes shown on old Record Plans with an upright red arrow.

12. INCLUDING AREA TRANSFERRED TO CROWN OR INCLUDING AREA ACQUIRED BY C.S.B. ETC.

This means that a sold allotment has been diminished from its original Crown Grant area. The area transferred has been made Crown Land and becomes available to be re-sold or used for some other purpose. The original converted Crown Grant area is retained on Schedule, however, under this metric area, the word "ORIGINAL" is shown.

13. SEC/ L.A. NUMBERS

These numbers indicate the section and year of the Land Act under which the allotment was sold. Show in file number columns of Schedule when file number is non-existent or as a supplement to it.

14. ALLOTMENT AND SECTION NUMBERS

Each parcel of land must be clearly distinguished for obvious legal reasons. No duplicated allotment or section numbers should exist. If, after research, they are found to be duplicated, a Certificate of Correction should be issued and lodged in the Titles Office to alter the number of one of the duplicated allotments. All appropriate Departmental records should then be amended to accord with the Certificate. This procedure is carried out by a special allotment numbering officer. When completing the Schedule, use the amended allotment number in its correct sequence and add it to the new allotment number sheet in Parish file. Alter Record and O.B. plan in pencil and at a later stage the Certificate of Correction officer will amend in ink at the same time he prepares the certificate for Titles Office.

15. RESERVED FOREST

Land specifically reserved for Forest purposes. The title of this reserve, together with the current Forest Act number (1958-6254) is shown in a central

position on the face of plan. 1958 is the year of enactment and 6254 is the number of the Act. The extent of the Reserved Forest is indicated by a Forest boundary symbol.

16. VINCULUMS OR HOOKS

Used on the face of plan to indicate that the allotments so connected are included in the one Crown Grant.

17. CONSOLIDATED GRANT

A Grant composed of more than one allotment. When these allotments are separated from one another, vinculum's or hooks are used, on face of plans, to connect them. When the allotments are adjoining, broken lines arc used on plan, to indicate the extent of the Consolidated Grant. On Schedule, at 80 column stage, after the first indicated allotment is listed with a "1" code, each succeeding allotment in the Consolidated Grant uses a "2" code to reduce spacing between each allotment listing and so group those allotments together in the final Bromide print of the Schedule. Total area of the Consolidated Grant, shown with no brackets on the old Parish plan, is shown in area columns of the Schedule, after being converted to metric dimensions.

18. TOWNSHIP

An area, within a Parish, specifically defined by gazette) description to provide for Township size allotments and roads. The extent of area contained in Township is indicated on the new Parish plan by the Township name and boundary symbol. On the face of new Parish plans, skeleton of roads, railways and streams, only, are shown.

19. ROAD DIRECTIONS

To be shown, on face of new plan, at the point where every C.R.B. main road, highway or freeway leaves the Parish extremities. The word "TO" should precede the next Town (or City) of relative importance that the road passes through.

20. RAILWAY NAME

Current name of Railway line as issued by Vic. Rail. Should be shown on face of plan. This name is ascertained from Railway plan in Draughting Branch.

21. LONG TERM LEASE

When an allotment has been leased for a purpose which may be of some duration, the name of the lessee is indicated in Black ink on the old O.B. plan. This name and area etc., is shown in the Schedule and the word "Lessee" is indicated below the name.

22. CERTIFICATE OF CORRECTION

A certificate to correct Crown Allotment numbers only when absolutely necessary. Completed by a special officer of this department and signed by the Chief Draughtsman for the Surveyor-General. This certificate is then deposited in the Titles Office after all appropriate departmental records have been amended. Virtually, only allotments whose numbers are found to be duplicated, after thorough research, should be considered. Consultation with Amendment Room in Titles Office is advisable to consider which duplicated allotment should be altered, which may cut down on the volume of records

required to be amended. Certificate Of Correction and date amended are shown on current plans, only, at time of alteration.

23. PRE-EMPTIVE RIGHT

In 1847, an Act was introduced to enable tenants of Pastoral Runs to freehold areas of up to 640 acres within their Runs at a special minimum price of approximately one pound per acre. The complete word "Pre-emptive Right" should be shown on the Schedule after the Grantee's name and the title of the Pre-emptive Right.

24. EASEMENTS

These are only shown on new plan where they were in existence at the time of Crown Grant or Lease issue. In other words, when they are indicated on Survey or Certified plan at time of Grant or Lease.

25. CHURCH RESERVES

Areas of land originally reserved by Gazettal or set aside for Church purposes. When Act 391 was introduced, it enabled the Churches to take freehold ownership of their Reserves, after applying to this department, accordingly. If Act 391 had been taken advantage of, as described above, the wording "ACT 391" should precede the original Church Reserve information on the Schedule. An asterisk will be shown in Church Reserve allotments, on the face of new plan, if Act 391 has been effected, as these allotments will then be freehold.

26. RIVERS AND CREEKS

To be shown on new plans in a solid line where they pass through Crown Land or Reserves or where forming Crown Allotment boundaries. However, where the stream passes through sold allotments, it is shown in a broken line on new plan, to distinguish it from the allotment boundaries. To confirm the conditions of Reservation along the stream, see appropriate pages of Parish Guide. Also check Place Names Gazetteer for current names of streams.

27. TRANSFERRED PORTIONS OF LEASES FOR ROAD PURPOSES

Areas of land close to roads, which were transferred out of the lease of the surrounding allotment before it had reached the Crown Grant stage. A grant was issued, eventually, for the larger area, omitting the small portion which has remained in the leasehold stage and registered at the Titles Office, usually in the name of the appropriate Shire or some other road Authority. In these cases, the description of the small portion of lease is "Part of Crown Allotment "X", whatever allotment number was used for the surrounding or larger allotment. Certificates of Correction are necessary to give these small leasehold portions an individual number. Schedule must show "Lessee" on line beneath name of Authority.

28. PROCLAIMED ROADS

Roads were proclaimed under various Acts, namely Land Act, Central Roads Board Act, Local Government Act and Country Roads Board Act. Roads proclaimed under the Land Act create new roads either in Crown Land or in land specifically allowed for in Road Conditions on Crown Grants. These roads are shown in a solid line, on face of new plan. The Central Roads Board Act was initiated in 1853 to cater for the functions of the various District Roads Boards which were the forerunners of the Shires. Roads

proclaimed under this Act are considered in a similar manner to Shire and C.R.B. roads, and if shown will be drawn in a broken line on new plans.

29. ABUTTING PARISH NAME

To be shown on new plans in a similar manner to old plan series. Indicated in a central position relative to the extent of the abuttal which appears on each plan.