



PARISH OF ST MARY

MINUTES OF THE PARISH ASSEMBLY HELD AT ST MARY'S COMMUNITY CENTRE On the Thursday 23rd July 2020 at 8pm

An Assembly of the Principals and Electors of the Parish of St Mary was held at the Community Centre on Thursday 23rd July at 8pm to conduct the following business:

1. To receive and, if deemed advisable, approve the Minutes of the Parish Assembly held on Wednesday 12th February 2020
2. To receive and, if deemed advisable, approve the Minutes of the Parish Nomination Meeting held on 12th February 2020
3. To receive and, if deemed advisable, approve the Minutes of the Parish Assembly held on Wednesday 24th February 2020
4. To receive and, if deemed advisable, adopt the accounts of the Connétable for the financial year 1st May 2019 to 30th April 2020, the said account having been previously audited by the Parish Accountants and examined by the Committee appointed for that purpose
5. To receive and, if deemed advisable, approve the Constable's estimates for the financial year 1st May 2020 to 30th April 2021, including grants to various charities and organisations and tax the rate accordingly
6. To name a Committee to examine the accounts of the Connétable for the financial year 1st May 2020 to 30th April 2021
7. To reappoint the current firm of Chartered Accountants, Alex Picot to audit the Connétable's Accounts for the year ending
8. To receive and, if deemed advisable, adopt the accounts and ratification of officers of St Mary's Youth and Community Centre
9. To approve the revised charges for the New Parish Cemetery

The Connétable, John Le Bailly, opened the meeting by welcoming everyone.

Apologies were received from Reverend Tim Neil, and Martin De Gruchy

The meeting was attended by 24 people who were eligible to vote.

The Secretary read the convening Notice for the Assembly and it was duly signed by the Connétable.

Item 1 – To receive and, if deemed advisable, approve the Minutes of the Parish Assembly held on Wednesday 12th February 2020.

The Connétable advised that copies of these Minutes had been circulated to the Assembly for approval. There being no matters arising, Glynn Bower proposed the adoption of the Minutes, and seconded by Deputy David Johnson.

Item 2 – To receive and, if deemed advisable, approve the Minutes of the Parish Nomination Meeting held on Wednesday 12th February 2020.

The Connétable advised that copies of these Minutes had been circulated to the Assembly for approval. There being no matters arising, John Alcock proposed the adoption of the Minutes, these were seconded by Glynn Bower.

Item 3 – To receive and, if deemed advisable, approve the Minutes of the Parish Assembly Meeting held on Wednesday 24th February 2020.

The Connétable advised that copies of these Minutes had been circulated to the Assembly for approval. There being no matters arising, Deputy David Johnson proposed the adoption of the Minutes and they were seconded by Anne Proffitt, 5 show of hands, 0 against. The Connétable highlighted that due to the Covid 19 lock down, this liquor application was still outstanding.

Item 4 - To receive and, if deemed advisable, adopt the accounts of the Connétable for the financial year 1st May 2019 to 30th April 2020, the said accounts having been previously audited by the Parish Accountants and examined by the Committee appointed for that purpose.

The Connétable introduced and welcomed Andy Myers (AM), Audit Director from Alex Picot to the Assembly and invited him to give an overview of the Accounts as at 30th April 2020.

AM highlighted and talked through a selection of entries within the Parish accounts:-

General Account

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1. Rates received - an increase from last year due to the Parish rate increase to 1.6p. The surcharges also provided a higher income along with recovery of payments from outstanding debtors. Speeding fines are lower this year by £2,200 but actual receipts are £2,000 higher than estimated overall.

Administration

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2. Office expenses lower than estimated due to no office furniture purchases and lower IT costs.
3. Wages and Salaries increased due to a fuller compliment of staff
4. Comité des Connétables, centrally joint across all of other Parishes, so no control over this expense. A slight increase, higher than expected due to IT costs (new strategy) and GDPR work which was carried out in order to bring the Parish in line with latest legislation

Public Works

5. Refuse Collection, costs under budget for the full year.
6. Parish Church and Rectory, extra charges due to the recent refurbishment.
7. Parish Gardening and Maintenance, this includes costs and wages, (saves outsourcing as a service).

Honorary Police

8. Lower expenses than budgeted last year, this was due to the purchase of body cameras purchased in 2018/2019.
- 9.

Donations & Grants

10. Youth Worker, part paid by the Parish
11. Charity donations as agreed at last year's Assembly

AM highlighted that actual spend of £352,890 was £2000 less than budget (£354,800)

AM referred the Assembly to:

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Roads Account

12. Licences income lower as this reflects the bulk renewal adjustment which is spread over a 10 year period.
13. Road surfacing costs increased due to major work on La Dimerie and Rue Georges

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General Reserve – AM explained the spending on these accounts to the Assembly

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Balance Sheet

AM highlighted that the balance sheet was in good health and comfortably exceeds the expected level required.

With no further questions the Connétable requested for a proposer for the adoption of these accounts. John Alcock then proposed the Assembly adopt the accounts and this was seconded by Mick Rondel.

Andy Myers of Alex Picot invited questions:

A discussion was then held on Road works/costs following a question from a Parishioner relating to the expense of £30,000 last year re. La Dimerie, and Mont du Barcelone. The Connétable responded advising that the Parish cannot keep up with road repairs, and that the weather was not helping, causing roads to lift, which is why costs are taking up the biggest part of the budget. He then went on to express how we are now skimping with repairing pot holes and patching areas, averaging on £50,000. Trevor La Sage highlighted that potholes had already been identified and that these monies would be spent. Daniel Reed, Procureurs de Bien Publique added that extra monies were being put away to build up reserves to cover future costs. It was also highlighted that these costs covered road cleaning, twice a year.

Further concerns were expressed from another Parishioner in respect of an increase in rates. Daniel Reed, Procureurs de Bien Publique, highlighted that we are the smallest population, with a very large road network. The Byroads take up a lot of the costs, we are being frugal, roads are deteriorating, and this will continue. A question was raised on how decisions were made with which roads took priority for repair. The Connétable advised that the dedicated Road Inspectors identified which roads needed repairing, and went on to say that the Parish were building reserves to cover these costs going forward. A Parishioner asked for clarification on the policy when requesting quotes, the Connétable advised that 3 quotes are requested over a certain amount.

The Connétable talked about the Island Plan, and how, if allowed, the building of 40 houses within the Parish would provide a 40 further rate payers assisting to keep the rate stable.

David Munns highlighted to the assembly that the rate is not based on the people, but on the properties within the Parish. The Connétable reiterated that St Mary was the smallest Parish, and that on that basis, the rate needed to be 1.6p, this was proposed by Peter Le Liard, and seconded by Alan Le Breton.

Item 5 – To receive and, if deemed advisable, approve the Connétable’s estimates for the financial year 1st May 2020 to 30th April 2021, including grants to various charities and organisations and tax the rate accordingly

The Connétable referred to the estimate sheet and asked the Assembly for any questions.

A discussion was held following a question from Jim Drew in respect of refuse costs. The Constable advised the assembly that the contractor was facing their own costs, and that quotes had been reviewed, and that there were not many refuse contractors in the Island and explained that this was a very costly business to set up. Daniel Reed, Procureurs de Bien Publique highlighted that the Parish went to tender for a 3 year period, and at the time there was only one other business which was more expensive. Chris Bunt advised the Assembly that the Parish of St Ouen have their own refuse truck, they were asked if they had capacity to assist St Mary, but this is not possible. If we were to purchase a Parish truck we would be looking at £75,000 for the truck, plus staff costs. The Constable confirmed that Germ Busters had reassured him that costs had been kept down. Glynn Bower suggested that perhaps we note to approach the Parishes of St Martin and Grouville in respect of their services for refuse collection.

A further question raised by Jim Drew generated a conversation around Insurance expenses. Chris Bunt highlighted that reference should be made to the actual column figure. The Connétable confirmed that all was accountable, and reassured that there was not a drastic increase.

The Connétable’s estimates were proposed by Jim Drew, and seconded by Peter Le Liard.

Deputy David Johnson highlighted to the assembly that there had been no increase to the Island Wide rate, and that the Comite de Connétable had agreed to hold the rate as was past in the States.

Charities and Organisations – the Connétable advised the Assembly of the charities and organisations the Parish supported last year:

- 6th Jersey Scout Group
- Kids Club
- 20th St Mary Brownies

A parishioner asked whether the above Charities actually needed donations following the recent lock down – Covid 19? Proc Daniel Reed responded, highlighting that the Kids Club were very much in need of funds in order to continue providing their service.

The above repeat organisation donations of £500 each were proposed by Deputy David Johnson and seconded by Trevor Le Sage.

The Connétable advised the Assembly that the following Charities had approached him for funding:

- ACORN – Jersey Employment Trust
- BRIGHTLY (formerly Brig-y-Don Children’s Charity)
- HEADWAY
- YOU MATTER

To give an understanding of the charity, You Matter, the Connétable read out the letter received to the Assembly.

Following on from a discussion Glynn Bower proposed ACORN, this was seconded by John Alcock.

A further discussion took place in respect of charities struggling within the Island as a result of the recent lock down that took place, and Diane Stephens proposed Jersey Hospice Care, this was seconded by David Munns.

The Connétable thanked the Assembly, and confirmed that Acorn and Jersey Hospice Care would both benefit from a donation of £1,750 each.

Item 6 – To name a Committee to examine the accounts of the Connétable for the financial year 1st May 2020 to 30th April 2021

The Connétable wished to thank the Committee who examined the accounts last year. A discussion then took place on who qualified to sit on this Committee, it was highlighted by the Connétable that there were no restrictions and explained how the Committee was currently set up. Mick Rondel stated that he wished to be considered as a Committee member. The Connétable proposed that this Committee was re-elected on block and also to appoint Mick Rondel, Chris Bunt also proposed this item, which was then seconded by David Munns, this was unanimously approved.

Item 7 – To appoint the current firm of Chartered Accountants, Alex Picot to audit the Connétable’s Accounts for the financial year ending 30th April 2021.

The Connétable asked the Assembly that Alex Picot be appointed once again to audit the accounts for this period. This was proposed by Mick Rondel, and seconded by Tracey Stamphier, and unanimously approved.

Item 8 – To receive and, if deemed advisable, adopt the accounts of St Mary’s Youth and Community Centre.

The Connétable advised the Assembly that this item was to be deferred to a later date as the AGM had been delayed.

Item 9 – To approve the revised charges for the New Parish Cemetery

The Connétable read out the revised prices as follows, and compared these with the previous prices:


	Parishioner	Non-Parishioner
Grave	£450	£900
Cremated Ashes Plot	£100	£200
Child/Baby Plot	No Charge	
Re-seed/Top up of grave after burial	£200	£200
Re-seed/Top up of plot after cremated ashes	£50	£50

The re-seeding charge will not be applied if curbs are to be added to the grave. New monuments/memorials would now be charged at 10% of cost.

A Parishioner highlighted that these prices were much cheaper compared to those of St Ouens Parish.

With no further questions the Connétable requested for a proposer for the adoption of these revised prices, Glynn Bower proposer and seconded by Paul Ashworth, 22 show of hands, and 0 against.

There being no further business, the Connétable thanked everyone for attending the Assembly and declared the meeting closed at 9.20pm

Signed.......... Connétable

Date.....23.09.2020.....