



PARISH OF ST MARY

MINUTES OF THE PARISH ASSEMBLY HELD AT ST MARY'S PARISH HALL ON WEDNESDAY 21ST AUGUST 2019 AT 8PM

An Assembly of the Principals and Electors of the Parish of St Mary was held at the Parish Hall on Wednesday 21st August at 8pm to conduct the following business:

1. To receive and, if deemed advisable, approve the Minutes of the Parish Assembly held on Thursday 11th July 2019.
2. To receive and, if deemed advisable, approve the Minutes of the Parish Nomination Meeting held on Thursday 2nd May 2019.
3. To receive and, if deemed advisable, approve the Connétable's estimates for the financial year 1st May 2019 to 30th April 2020, including grants to various charities and organisations and tax the rate accordingly.
4. To name a Committee to examine the accounts of the Connétable for the financial year 1st May 2019 to 30th April 2020.
5. To receive and, if deemed advisable, adopt the accounts and ratification of officers of St Mary's Youth and Community Centre
6. To present details of the new Parish Petanque Club House following approval on 11th July of the transfer of £9000 into the Reserve Fund
7. To approve the revised charges for the New Parish Cemetery

Apologies were received from Nicky Alcock, Martin Stodart and Glynn Bower.

The meeting was attended by 39 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 11th July 2019

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 and they were seconded by Cynthia Cotillard.

Item 2 - To receive and, if deemed advisable, approve the Minutes of the Parish Nomination Meeting held on 2nd May 2019

The Connétable advised that copies of these Minutes had been circulated to the Assembly for approval. There being no matters arising, Mark Evans proposed the adoption of the Minutes and they were seconded by Daniel Reed.

Item 3 - To receive and, if deemed advisable, approve the Connétable's estimates for the financial year 1st May 2019 to 30th April 2020, including grants to various charities and organisations and tax the rate accordingly.

The Connétable gave the following introduction:

"Ladies and Gentlemen welcome to our Parish Assembly Rates meeting.

This is the second meeting in order to provide additional detail to the accounts presentation on Thursday 11th July. There was a request to reduce the overall total to

below 340k, this is something that has been impossible to do.

St Mary is in an unfortunate position as we have the smallest population in the Island, the next smallest is St John who have twice the rates revenue with basically the same administration costs.

It is therefore inevitable that our Parish rate has to reflect that as we are committed to providing an acceptable Parish structure which includes maintaining the property assets, the by road repairs of which we have the largest amount proportionately compared to other parishes.

Staffing costs are minimal to our requirement and we are fortunate to have conscientious, dedicated staff to ensure that the Parish runs efficiently.

It is, however, an unfortunate twist of progress that we are obliged to comply with Island wide legislation which is endless and ongoing and I refer to the GDPR requirement, Health & Safety and Safeguarding as additional costs which are beyond our control.

This budget has been formulated by our Procureur Daniel Reed, our Honorary Parish accountant Chris Bunt and myself. Unfortunately our senior Procureur, Derek Maltwood, has been unable to take part in the process due to ill health. I am indebted to Dan and Chris for their help.

The result is a true account for what is required as a minimum budget for 2019/2020.

At the same time it would be prudent and advisable to replenish the Reserve Account for perceived future projects, as an example there is maintenance refurbishment required on the Rectory Cottage and Barn Loft. The Roads Committee are constantly struggling due to unknown factors which are only discovered during the course of works, this is mostly due to the sub base or lack of it.

Of course the Parish Hall exterior will need to be decorated to coincide with the completion of the school refurbishment.

Other than that there is an outstanding project which was agreed in principle at a Parish Assembly on 22nd March 2018 to construct a footpath on Route de Ste Marie from the Church going west to Vue de l'Eglise which can only be funded by the Parish Reserve. The Parish Accounts Committee reviewed this budget at a meeting on Monday evening and unanimously approved the content.

Based on that I shall now read the budget and detail required until 30 April 2020."

Administration

- Office Expenses - a break down of this budget was given which totaled £18,500
- Wages and Salaries – this cost of £77,250 includes administration staff only
- Insurances – includes all Parish properties
- Experts – the budget remains the same as the previous year
- Comité des Connétables – the increase includes additional hours for the two secretarial staff employed by the Comité in order to comply with Data Protection regulations. The total spend is pro-rated to all 11 Parishes (excluding St Helier). The Connétable advised he argued at each Comité meeting that this cost was too high for a small Parish to pay. The response was that each Parish has to have the same regulations in place and so the remediation work is required for all Parishes
- Credit Card Charges – increased due to more payments now made online

Public Works

- Roads – the allocation of £30,000 is underfunded as there are ongoing discoveries for additional work e.g. La Dimerie. These funds are being used fast.
- Refuse Collection – cost risen due to contractor's wage increase and vehicle maintenance.
- Parish Gardening and Maintenance – this allocation now included the manual workers salaries. The manual workers now upkeep La Verte Rue, St Mary's Village and St Mary's Youth and Community Centre.
- Village grass/tree cutting – now included in the Parish gardening and maintenance budget
- Community Centre Facilities Management – this is for a contract with AFM employed to comply with mandatory checks required
- Parish Hall Refurbishment – allocated for work to be completed in the Fleur de Lys Room and the Police Office

Honorary Police

- Increased spending due to IT, Bodycams, insurance and training costs.
- Police car cost of £3000 is an agreed amount transferred to the Reserve fund each year

Donations & Grants

- Youth Project funding – an agreed amount paid to the Youth Service for a youth worker's salary
- Charity donations – as agreed at last year's Assembly

The Connétable stated the budget could not be reduced any further than this - £354,800. Based on this figure the Parish rate is recommended be set at 1.6. A rate of 1.4 would give a deficit of £8,265 and a rate of 1.5 would break even. The Connétable further advised that it would be prudent to put money in the Reserves now for future work required in the Barn Loft, Parish Hall and Rectory Cottage. The rate increase is due to a small population in the Parish.

The Connétable then asked the Assembly for any questions.

A question was raised in respect of the Refuse Collection budget – could the Parish reduce this cost by having once a fortnight collections instead of once a week. It was agreed that this would not prove a cost saving as the contractors would need to complete two collection rounds due to additional quantity of waste.

Daniel Reed advised we are now in the middle of a contract with Germbusters. This can go out to tender when it expires, however previous records show other contractors are a higher cost. It was noted that St John's refuse collection budget is comparable to St Mary's.

Juliette Gallichan queried the Comité des Connétables payment to Salboa Limited (Data Protection Officers for 11 parishes) as it is a lot higher (£2,895 allocation) than the original quote from them for £9,000 for all 11 parishes for one year. The Connétable stated that the additional remediation work required for legislation has increased the original quote. He added that these costs should go down after November when Salboa's contract ends. A Data Protection Officer will still be required to be appointed to the Parish from that time.

Juliette Gallichan asked the Procureur, Daniel Reed, if he was confident that the budget will not go over again, that there will be no increase in staffing or additional costs to the Rectory. The Connétable replied that the 1.6 rate that the Accounts Committee recommended would give a surplus to add to the Reserve Funds for additional Roads work required and refurbishment work in the Parish Hall and Rectory Cottage.

The Connétable stated that the Roads account last year included work to be completed on Le Mont de la Barcelone including legal expenses. This was an exceptional issue. The current allocation of £30,000 to the Roads account is required as the majority of this amount will be spent on La Dimerie – the projected quote for this road work being £22,000 which has been agreed by the Roads Committee.

Martin De Gruchy agreed with the work being required on the byroads and proposed that the Parish Rate be set at 1.6.

Juliette Gallichan then queried what was the comparable rate to 1.4. Daniel Reed advised that on a property of 12,300 quarters the increase would be £40 - £50.

Peter Le Liard seconded the proposed rate of 1.6. He added that if the rate was not increased the Reserve Funds would not increase.

This proposition was carried by a majority vote of 23: 28 for and 5 against.

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

- 6th Jersey Scout Group £500
- 20th St Mary Brownies £500
- The Kids' Club £500

These repeat organisation donations were proposed by Daniel Reed and seconded by Mark Evans. A show of hands resulted in the proposition being carried unanimously.

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

- Age Concern
- Jersey Association of Carers Incorporated
- Caring Cooks of Jersey
- Jersey Homeless Outreach Group

Juliette Gallichan proposed Jersey Alzheimer's Association, seconded by Mark Evans Daniel Reed proposed the Jersey Stroke Association, seconded by Tony Gilbert An amendment was then proposed by Marilyn Evans for the Association of Jersey Carers Inc, seconded by James Alcock.

Juliette Gallichan then withdrew her proposition.

The Connétable suggested three charities were nominated. It was noted that at a previous Parish Assembly only two charities would be nominated for the remaining £3500 to be allocated. The Connétable agreed for all proposals to then be withdrawn.

A new proposal by Daniel Reed was then made for the Jersey Alzheimer's Association and the Jersey Stroke Association. This was seconded by Canon Tim Neill. The proposition was carried unanimously.

The Connétable confirmed to the Assembly that the two charities to benefit from the donation of £1750 each would be Jersey Alzheimer's Association and the Jersey Stroke Association.

Item 4 - To name a Committee to examine the accounts of the Connétable for the financial year 1st May 2019 to 30th April 2020.

The Connétable proposed to name the existing Accounts Committee en bloc.

Peter Le Liard stated that this is acceptable providing all Committee members are eligible and that the members should be listed. The requirements of the Accounts Committee was asked. Another parishioner asked if it is in order that members of the

Committee live outside of the Parish.

The proposition to vote en bloc was seconded by David Munds.

The proposition was carried by a majority vote of 30: 31 for and 1 against.

Item 5 - To receive and, if deemed advisable, adopt the accounts and ratification of officers of St Mary's Youth and Community Centre

The Connétable advised the Assembly that these accounts were approved on 20.08.19.

Mike Fennell, Chairperson of the Centre stated the following :

- accounts showed a slight fall on net income due to the loss of key groups hiring the Centre.
- Maintenance costs increased due to the Centre getting older – new carpets required
- Reserves have gone down
- Items required for replacement include a new boiler at a cost of approximately £30,000 and outside building maintenance work
- More funds will be required in the forthcoming year

The Connétable named the current officers :

Chairperson	Mike Fennell
Vice Chairperson	Daniel Reed
Honorary Secretary	Nathan Le Mottee
Honorary Treasurer	Terry Gallichan

A proposal was made by David Munns to adopt the accounts and re-election of the current officers, seconded by Tony Gilbert.

The proposition was carried by a majority vote of 27 : 27 for and none against

Item 6 - To present details of the new Parish Petanque Club House following approval on 11th July of the transfer of £9000 into the Reserve Fund

The Connétable stated this facility was vital as a community project with alot of users including retired people. The Memorandum of Understanding which had been presented to the Assembly was requested at the last Parish Assembly held on 11.07.19. The Connétable asked for any questions.

David Munns requested the number of members of the club – Robin Stocton stated the club has 30 members to date who pay subscriptions. It is used by the school and the Kids' Club.

Martin de Gruchy stated that the nine year agreement is too long and the rental should be index linked. £400 being a minimum charge.

John Alcock stated that the maintenance of the exterior of the buliding does not correspond to the Minutes of the last Parish Assembly (11.07.19). The £400 rent was also not raised.

It was noted that the structure is guarenteed for 10 years and the roof is guarenteed for 20 years.

Chris Bunt proposed that the Clubhouse be rent free and the responsibility of the interior and exterior maintenance be that of the Petanque Club.

Sue Heppolette asked if the insurance cost was known. The Connétable advised it was minimal and would come under the umbrella of the Parish. The building would be the responsibility of the Parish becoming a Parish asset and part of the Community Centre.

Robin Stockton advised the current subscription is £15 per year and agreed that an increase in subscription would be required to pay for this rental charge.

It was agreed that the rent would remain at £400 per annum and index linked.

James Drew proposed that this Memorandum of Understanding be accepted subject to the rental amendment as ageed. Seconded by Mark Evans.

The proposition was carried by a majority vote of 16 : 17 for and 1 against.

Item 7 - To approve the revised charges for the New Parish Cemetery

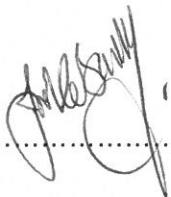
The Connétable stated that work has been in progress on the re-mapping of the graves in the New Cemetery. New charges have also been agreed with the New Cemetery Committee as listed on Page 5 of the 'Regulations for the Parish Cemetery of St Mary'. The size of the grave plot was queried by the Assembly. It was agreed that the grave plot size was printed incorrectly and should read 8 feet long by 3 feet 4 inches wide. All revised charges were agreed.

The Connétable stated these charges would be valid for any new plots purchased from this date.

The re-seeding charges were queried. It was agreed that these charges were not clear and that the decision to approve the charges would be deferred. The revised regulations would be presented to the Assembly at a later date.

The Assembly requested that the revised regulations are published in the next edition of St Mary Matters.

The Assembly closed at 9.50pm.

Signed.....

Connétable

Date.....7/11/19.....