



**Paroisse de Ste. Marie  
PARISH ASSEMBLY at  
St Marys Parish Hall  
on Thursday 20th June 2024 at 7.00pm**

Minutes of an Assembly of the Principals and Electors of the parish of St Mary held at St Mary's Parish Hall on Thursday 20th June 2024 at 7.00pm to conduct the following business:

1. To receive and, if deemed advisable, approve the Minutes of a Parish Assembly on 6th November, 2023.
2. Elect one Officier du Connétable.
3. Elect one Vingtenier for the Vingtaine du Sud.
4. To receive and, if deemed advisable, adopt the accounts of the Constable for the financial year ended 30th April 2024, the said accounts having been previously audited by the parish Accountants and examined by the Committee appointed for that purpose.
5. To vote a sum of money to be placed at the disposal of the Roads Committee for their use on the upkeep and repair of by-roads in the Parish for the financial year ending 30th April 2025.
6. Receive and approve estimates of the funds required by the Parish for the financial year ending 30th April 2025, and also proposals for transfers from the General Reserve for specified purposes and grants to charities and other organisations.
7. Approve a rate for the year 2024, of an amount which will produce for the Parish income that is at least sufficient for satisfy the requirements set out on the approved estimates.
8. Elect a committee to examine the Connétable's accounts for the year ending 30th April 2025.
9. Approve a firm of Chartered Accountants to audit the Constable Accounts for the year ending 30th April 2025 (the present Accountant, Messrs Alex Picot, having indicated their willingness to be reappointed).

## **WELCOME**

The Connétable, David Johnson, opened the meeting by welcoming all present. The notice convening the meeting was taken as read. The meeting was attended by 26 parishioners who were eligible to vote. Apologies had been received from: Deputies L Farnham, K Moore and I Gorst, Centeniers J Drew and G Bower, Vingtenier S Heppolette, Mr J Holmes, Ms S Redman, Mrs A Watson, Mrs S Bagley ,Mr I Barette, Mr & Mrs M de Gruchy.

### **1. Approval of Minutes**

The Minutes of the Parish Assembly held on 6th November, 2023 had been made available at the Parish Hall, on the Parish website and also to parishioners attending the Meeting. They were duly approved on a proposition by Centenier J Alcock, seconded by Mrs A Proffitt.

## **2. Election of Officier du Connetable**

Mrs Stacey Powys' term as Officier du Connétable was due to expire in July and she had indicated her willingness to be re-elected to the position. Mrs Powys was proposed and seconded as follows:

Prop: Centenier C Bunt      Sec: Centenier J Alcock

The appointment was approved by the Meeting and CO Powys was declared duly re-elected.

## **3. Election of Vingtenier (Sud)**

Mrs Annette Johnston's term as Vingtenier (Sud) was due to expire in July and she had indicated her willingness to be re-elected to the position. Mrs Johnston was proposed and seconded as follows:

Prop: Centenier C Bunt      Sec: Centenier J Alcock

The appointment was approved by the Meeting and Vingtenier Johnston was declared duly re-elected.

The Connétable thanked both candidates for allowing their names to be put forward and for their continued service to the Parish. The Connétable warned them that they would be required to attend the Royal Court in order to swear the Oath of Office, and the date fixed would be advised to them shortly.

## **4. Adoption of Accounts**

The Connétable invited Mr Andrew Myers of Alex Picot to present the Parish Accounts for the financial year ended 30<sup>th</sup> April 2024, the Accounts having previously been examined by the Committee's Accounts Committee and audited by Alex Picot.

The Connétable reviewed the General Account which detailed the receipts and expenditure for the year and also showed the movements in reserves that had been agreed at the corresponding Parish Assembly last year. Receipts for the year predominantly comprised rates income which, net of the Island-Wide Rate, amounted to £432k. Other income received was self-explanatory but had exceeded budget by approximately £17k, largely attributable to bank interest arising from the higher interest rates. Total income from the year amounted to £463k.

Expenses for the year overall were £423k, approximately £4k over budget. The principal points noted were:

Wages and salaries and office expenses together were £9k under budget. Insurances had been over budget by £4k due to insurers requiring that a valuation survey be carried out on the Parish's buildings. Refuse collection costs were £4k under budget due to an agreement to defer the rise in monthly charge by two months. Parish gardening and maintenance was approximately £5k over, due to the budget not taking full account of staff changes in the previous year.

There was a considerable overspend on the church, rectory and cemetery, amounting to £29k. The project for the refurbishment of the Rectory had incurred additional costs in several respects and reflected the fact that maintenance of the building had been neglected over several years. The overspend also reflected the cost of replacement windows for Rectory

Cottage and the cost of dealing with fallen trees following last November's Storm Ciaran. The Rectory Repairs Reserve had now been fully exhausted. Furthermore, the Quinquennial Reserve and the Cemetery Reserve had also been fully utilised to undertake works in the Church following on from the quinquennial inspection and to fund a number of projects in the new cemetery.

Community Centre costs were below budget, partly attributable to the fact that the Centre had received a grant towards the cost of a part-time employee. This grant would expire in September 2024. Considerable thanks were due to the Committee whose efforts ensured the successful operation of the Centre.

Honorary Police expenditure was down £6k on budget, reflecting that less training had been carried out in the past year and equipment costs had been lower than usual.

Overall, the Parish had generated a surplus of £40k against a budgeted £22k.

The Roads Account was briefly reviewed. The Account had started the year with a balance of £38k and been further supplemented with £15k of income from licences and fines and £20k transfer from Reserves. The total expended, including repairs, road-signage and cleaning amounted to £61k and the balance carried forward was therefore approximately £12k. The amount spent on cleaning had increased due to the extra cleaning required in the aftermath of Storm Ciaran last November.

The wall at the South-East corner of the New Cemetery was now being monitored for movement and it seemed stable. The monitoring would continue for the time being but it was hoped that the amount remaining on the Cemetery Wall Reserve could be written back in due course.

The balance on the Parish's balance sheet was £284k, reflected in the General and other Reserves.

Mr Myers drew attention to his firm's Audit Report and advised that he did not have any matters he wished to bring to Parishioners' attention. He concluded by saying that the Audit had run efficiently and that the new accounting systems was operating satisfactorily.

The Connétable thanked Mr Myers and the Connétable's Accounts for the year ended 30th April 2024 were then adopted by a proposition made as follows:

Prop: Mr G Grime                      Sec: Mr T Renouf and approved by the Meeting.

## **5. Roads Account**

Article 10 of the Loi (1914) sur la Voirie required that an amount be placed at the disposal of the Roads Committee for the repairs and other works on Parish by-roads during the year. An amount of £38k had been requested by the Roads Committee, for expending as detailed in the Estimates document due to be considered later in the meeting. A proposition to make this provision was therefore put as follows:

Prop: Mr A De Gruchy              Sec: Mr T Renouf and approved by the Meeting.

## **6. Approval of Estimates, transfers and grants**

### **Estimates**

Mr C Bunt, the Honorary Accountant, had circulated a document prepared in conjunction with the Connétable's Accounts Committee for the financial year ending 30th April 2025.

Mr Bunt reviewed the proposed expenses for the year, drawing attention to the following points:

The budget estimates for the year amounted to £473k in total, which represented an increase of 12.8% over the corresponding figure for last year. However, the Estimates this year included a provision of £38k (as agreed above) for the Roads Account, whereas there was no such provision in the previous year. Excluding this sum, the increase in the Estimates over last year was 3.8%. The Accounts Committee had agreed that a rate of 1.9p should be proposed and, if approved, this should result in a surplus of £15k. The Committee had also agreed that a transfer from the General Reserve to the Rectory Reserve should be proposed to cover additional improvements in the Rectory over those already incorporated in the Estimates. This provision would be funded by the projected surplus.

Office expenses and wages and salaries – it was projected that these costs would collectively increase by £4k over last year's actual cost but be £5k less than last year's estimate.

Insurances – Following on from some rearrangement of insurances, the estimate for the year was £2k less than the previous year's and £7k less than last year's actual cost.

Comité des Connétables and data protection – there was little control over these costs, as they were allocated cost arising from the Comité office. For the purposes of the estimates, it was proposed that they be set broadly in line with the previous year's estimates, which were slightly above the actuals.

Audit fee – Alex Picot had kindly agreed to hold their fee at the same level as the previous year.

Parish magazine – this would continue to be supported at the level of £750 per edition.

Roads – Mr T Renouf pointed out that the £5k provision for expenditure on road signs may not be sufficient if the proposed changes to speed limits were introduced. Any additional cost would therefore decrease the projected Roads Account surplus.

Refuse collection – The contractor had increased his charges in line with the March RPI, 5.7%.

Parish church, rectory and cemetery – There were still residual works to be completed in the rectory as part of the renovation project. The total estimate for the year was £25k.

Community Centre Support – The estimate of £10k was predominantly to cover the cost of cleaning. Mr T de Gruchy, Chair of the Youth and Community Centre advised that accounts for the Centre had recently been finalised and were in good shape. Grants of £33k had been secured in the previous financial year and overall the standard of the building had improved. Mr de Gruchy put out a plea for a volunteer to act as secretary for the Centre. The audited Accounts of the Centre would be submitted to a subsequent Parish assembly.

The budget for Honorary Police was proposed to be retained at the existing level. It was hoped that there would be more financial support for the Honorary Police from central Government but in the absence of that, it was likely that this amount would be spent in the current year.

The Parish had been requested to maintain its support for the Youth Project, which contributed towards the cost of providing a youth worker at the Centre. Accordingly, this had been incorporated in the Estimates at the same level as last year.

Donations and grants – it was proposed to maintain funding at the same level provided last year.

### **Transfers**

Rectory: There was a considerable amount of maintenance work required to be carried out at the Rectory. The Accounts Committee had recommended that a transfer of £10k be made to the Rectory Reserve.

A proposition was therefore put to the Meeting to approve the Estimates and Transfer proposed above:

Prop: Mr A Moullin    Sec: Mr A de Gruchy and approved by the Meeting.

### **Grants**

It was proposed that grants be paid to the same organisations as were supported last year, at the same level.

£500 each for 6th Jersey Scouts, 20th St Mary Brownies and Kids Club (Total £1,500)

£1,500 additional funding for the Youth Club, to enable it to continue operating on all of the evenings it currently did and in recognition of the excellent work they did with the youth of the Parish.

It was also agreed that eight of the charities supported last year would each receive £200, as follows: Jersey Hospice Care, Headway, Jersey Association of Carers, Brightly Christmas Appeal, Jersey Overseas Aid, Jersey Association for Youth and Friendship, Healing Waves and Love Hearts Appeal (Total - £1,600). The remaining £400 would be left for the Connétable to make grants at his discretion.

A proposition was therefore put to the Meeting to approve the Grants proposed above:

Prop: Mr T Renouf    Sec: Mr J Alcock and approved by the Meeting.

## **7. Approval of a Parish Rate**

The Constable's Accounts Committee had proposed that a Parish Rate of 1.9p should be put to the Meeting. This was forecast to derive a surplus for the year of £15k.

The proposition was therefore put as follows:

Prop: Mr A Moullin    Sec: Mr A de Gruchy and duly approved by the Meeting.

## **8. Connétable's Accounts Committee**

After some discussion, a proposition was made that that the Committee would be comprised of all of those who currently comprised the Committee, viz: Connétable, Procureurs du Bien Publique, Centeniers, Vingteniers, Roads Committee members, Roads Inspectors, Rector and Church Wardens, but also with up to four further parishioners to be nominated and approved at subsequent assembly.

Prop: Mr C Bunt      Sec: Mr T Renouf and duly declared carried on a vote of 18 in favour and 3 against.

**9. Appointment of Auditors**

The Connétable advised the Meeting that Alex Picot had indicated their willingness to continue in office. A proposition to reappoint Messrs Alex Picot as Auditors for the financial year ended 30th April 2025 was proposed by Mr T Renouf and seconded by Mr J Alcock and duly approved by the Meeting.

**CONCLUSION**

The Meeting closed at 8.30pm

**David Johnson**  
**Connétable**

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