



MINUTES OF AN ASSEMBLY OF PRINCIPALS AND ELECTORS

An Assembly of Principals, Officers and Electors of the Parish of St Martin was duly convened and held in the Public Hall on Thursday 22nd July 2021 at 7.00pm.

The Connétable Karen Shenton Stone welcomed all present and reminded the Assembly that they could sign the Attendance Book at the end of the meeting if they so wished. It was noted that 26 parishioners attended the Assembly.

Apologies were received from Steven Rondel, Jackie Edwards, Trevor Green, Tony Robinson and Alan Phillips. The Convening Notice was read by the Parish Executive Officer.

Item 1

Receive and if deemed advisable, approve the Minutes of the Parish Assembly held on 25th May 2021

The Connétable reminded those assembled that the Minutes had been available from the Public Hall and copies are on the seats. After due consideration, Mr Gerald Le Cocq proposed the Minutes of the meeting held on 25th May 2021 be approved and Mr Colin de la Haye seconded the proposal. A show of hands was in favour of the proposal, none were against.

Item 2

Receive and if deemed advisable, adopt the audited accounts of the Connétable for the financial year ended 30 April 2021. The said accounts having been previously verified by a firm of Chartered Accountants, and examined and approved by the Committee appointed for that purpose.

The Connétable presented an overview of activities in the Parish over the last financial year:

- During this last year of the Covid-19 pandemic the Connétable's prime consideration for Parish spending was supporting those who required help and the progressing of Parish projects before building costs increased again.
- It was noted that the Food Bank commenced in July 2020 and thanks were given to Procureur Peter Germain and the team of Methodist Church volunteers. It has provided a much needed and popular service.
- The Depot has now been fully renovated and the Village Tea Room extension is now complete.
- La Vielle Ecole is now fully occupied with tenants, the GP surgery and pharmacy being the last premises to be fitted out.
- The interior of the main Hall has been painted by the Parish Foreman, Paul Sheehan, to a high standard saving the Parish funds in employing a contractor.
- The Village Green playground is now in progress with planning applications being submitted within the next six weeks.

The Connétable stated that 2 years ago she promised to keep the rate the same or reduce it and thanks to careful housekeeping and hard work from the Municipality officers and Parish staff she is able to keep this promise. Special thanks was given to the Public Hall staff, the two Procureurs, Peter Germain and Lester Richardson who question all spending. The Connétable also thanked all

who worked for the Parish in an honorary capacity and stated their support is genuinely greatly appreciated.

The Connétable then introduced Mr Don Connolly of Alex Picot to the meeting who proceeded to run through the accounts ended 30 April 2021 for the benefit of the attendees. In particular, the following was mentioned:

- The rates income increased by £4,000 due to a rise in the number of quarters as a consequence of new builds in the Parish. After sundry income was added the final income for the year increased by £10,000.
- Computer costs increased due to additional support from the Parish's IT provider with the introduction of new software and systems.
- Salaries were higher than budgeted due to staff changes. This should now be consistent going forward.
- The roads budget showed a high increase in expenditure due to many roadworks being delayed from 2019/2020. The employment of a Parking Control Officer in the Parish will create additional income for this budget initially but may reduce in 2022/2023.
- The Public Hall upkeep showed increased spending due to additional cleaning requirements during the pandemic. The interior and exterior work had been delayed and therefore these costs were lower than estimated.
- An increase is shown in 'Other Properties'. This includes a feasibility study for the Barn renovation project and the Village Tea Room extension additional costs which had not been budgeted for.
- The Reserve Funds - it was noted that no spend was made in the 'Special Votes' for the Parish in Bloom and the Senior Citizens Christmas Fund, this being due to the pandemic.
- The total expenditure for the year showed a deficit of £75,687 but this was under the budgeted figure of £99,000.
- The balance in hand showed a required 14 week spend in hand for the period May – August.
- It was noted that the Parish Depot Fund is now exhausted – an additional £75,000 went into this fund to complete the works.
- Former St Martin's School Project Reserve Fund – it was noted that the net income for the year was £32,689 this will increase as all tenants are now in situ. This sum will be used to repay the loan for this build. Once the loan is paid off, the rental income will provide the Parish with additional income.

Questions were then received from the Assembly:

- Deputy Stephen Luce questioned if £3000 was enough to allocate to the Reserve Fund for the vehicles. Lester Richardson stated that it is considered sufficient with the current time frame for replacing the vehicles. The Connétable added that they are well maintained.
- Confirmation was requested that the insurance and service charges for Units 3 & 4 of La Vielle Ecole are recharged to the tenants. This was confirmed.
- An update was requested on the Barn redevelopment. The Connétable stated the cost of this redevelopment (£200,000) will be part funded by a charitable trust and at no cost to the rate payer. All work on this project is on hold until all the funding is in place.

There being no further questions, Mr Dennis Lawrence proposed the accounts be adopted and Mr Danny Wherry seconded the proposal. A unanimous show of hands showed in favour of the proposal.

Item 3

Place at the disposal of the Roads Committee an amount required for the upkeep of the by-roads during the financial year ending 30 April 2022.

The Connétable stated that the proposed sum for the Roads Account for the forthcoming year was set at £145,000.

There being no comments or questions, this amount was proposed by Mr Michael Jehan and seconded by Mrs Vicky Corson. A show of hands resulted in a unanimous approval.

Item 4

Consider the estimates for the presumed requirements for the financial year ending 30 April 2022 and tax the rate accordingly.

The Executive Officer highlighted the following points on the forthcoming yearly Parish expenditure:

- Computer expenses to be increased by £9,000 due to additional costs for a new island wide Parish website and a new computer system which is to be hosted independently from the Government of Jersey.
- The Comité des Connétables allowance increases by £4,000 to cover additional work within the Comité remit.
- Salaries showed an increase due to the employment of a Parking Control Officer.
- Professional & Legal fees show an increase due to additional costs incurred with the gifting of Rue de la Solitude.
- Trésor – this showed an increase to cover the redundancy package of the Sexton.
- Maintenance of Properties – other properties costs are lower this year due to the completion of the Village Tea Room works.
- Village Green & Car Park Reserve Fund – a sum of £6,000 has been allocated to complete resurfacing work in the car park.

The Parish Executive Officer then explained the Parish could afford to reduce the rate this year to £1.26p. It would be more prudent to reduce the rate from 1.28 to 1.27 or keep it at 1.28 for a third year running.

Questions were then received from the Assembly:

- It was asked where the additional costs for the maintenance of the Village Green would come from now that a contractor has been employed by the Parish. It was confirmed this would be budgeted in under 'Maintenance of Properties'. It was also confirmed that the Trésor budget would be reduced in 2021/2022 due to this contractor completing the Cemetery work also.
- A query on the £1,000 allocation to the Depot Reserve Fund was made as no allocation has been made here before. It was noted this was a positive move in order to retain a good standard of property maintenance.
- Queries were made as to if the proposed 14/16 weeks of funds in hand is sufficient. Don Connolly confirmed that this is a healthy balance of funds to retain. Other Parishes cash in hand range from one and half weeks to one year.
- The proposed Village Green Playground was queried as to its certainty of being completed. The Connétable confirmed that Planning Applications are being put forward, however there is a delay of processing in this department within the Government of Jersey.

The acceptance of the estimates was proposed by Deputy Stephen Luce and seconded by Mr William Sutton. A show of hands showed all were in favour.

The Parish Rate of 1.28p was then proposed by Mr Michael Jehan and seconded by Deputy Stephen Luce. The Constable asked if anyone wanted to propose another rate. No one responded. A show of hands was requested in favour of this rate which resulted in a unanimous vote of acceptance.

Item 5

Elect a Committee to examine the Connétable's accounts for the year ending 30 April 2022

The Connétable thanked the Committee for all the work and support they give to the Parish and stated she was delighted that such a large number are on the Committee.

The names of the current Connétable's Accounts Committee were then read out:

Ex-Officio members:

The Connétable, Karen Shenton Stone

The Procureurs, Peter Germain and Lester Richardson

The Rector, Rev. Jonny Scott

Deputy Stephen Luce

Church Wardens, Thelma Emberson and Jackie Edwards

Centeniers, Gordon Jones, Alan Phillips, David Burningham and Teresa Roland

Parish Executive Officer, Peter Canham

Other Members:

Mr Terry Jehan

Mr Denis Lawrence

Mr John Le Masurier Germain

Mr Chris McFadyen

Mr William Sutton

Mr Danny Wherry

Mrs Vicky Corson

Mr Paul Gaudin

Mr Robin Perchard

It being customary to vote the members en bloc, Mr Danny Wherry proposed and Deputy Stephen Luce seconded that the current members remain in office. By a show of hands, all were voted in for a further year.

Item 6

Appoint a firm of Chartered Accountants to audit the Connétable's accounts for the year ending 30 April 2022.

The Connétable asked Mr Don Connolly if Alex Picot would be prepared to continue the role of auditors to the Parish for the forthcoming year and after confirming the firm would be pleased to, Mr William Sutton proposed to re-elect Alex Picot Chartered Accountants and Mrs Vicky Corson seconded the proposal. All were in favour.

Presentation for Maufant Youth Centre by Mrs Vicky Corson, Chairman

Mrs Vicky Corson explained to the Assembly that Maufant Youth Club is so much more than a club. William Sutton, Treasurer, was praised for his unending support. Special thanks was also given to the Youth Club Leader, Jackie Almeida, whose enthusiasm and support to the members is in abundance. It was noted that the Club now has a charitable status

supporting many vulnerable children in the Parish. If any Parishioner wishes to join the Club as a charitable member for £10 per year, they would be more than welcome. The Youth Club is an essential service for the youth of the Parish.

Mrs Corson thanked the Connétable for the continued financial support from the Parish in funding the Youth Leader.

The Connétable ended the Assembly by thanking the Procureurs du Bien Public and the Accounts Committee for all their support and commitment during what has proved to be a very difficult financial year.

Procureur Peter Germain thanked the Connétable for her commitment to the Parish and stated that no other Connétable has equalled the work she has put into serving the Parish.

A final question was asked concerning the funds in the 'H' Trust – Le Court Clos. Procureur Peter Germain stated that the Parish is hoping to acquire a field to invest in additional sheltered housing. An amendment to the Island Plan had been submitted by Deputy Stephen Luce relating to this field. It was noted that funds from this Trust can only be re-invested in sheltered housing maintenance and development costs. It was also noted that all the properties in Le Court Clos were recently inspected and proved to be in good condition and residents are happy with their homes.

The meeting closed at 20.05



PP Karen Shenton Stone
Connétable

Date 05/08/2021

