



## MINUTES OF AN ASSEMBLY OF PRINCIPALS, OFFICERS 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 8<sup>th</sup> August 2024 at 7.30pm.

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 there were 21 attendees.

Apologies were received from Megan Gaudin, Peter Germain, Robbie Perchard and Amanda Sutton. The Convening Notice was read by the Parish Secretary.

### *Item 1*

***Receive and if deemed advisable, approve the Minutes of the Parish Assembly held on 18<sup>th</sup> July 2024.***

The Connétable reminded those assembled that the Minutes had been available from the Public Hall and copies were available on the seats. After due consideration, Mr William Sutton proposed the Minutes of the meeting held on 18<sup>th</sup> July 2024 be approved and Deputy Steve Luce seconded the proposal.

A show of hands were in favour of the proposal, none were against.

### *Item 2*

***To approve the establishment of a Public Hall Interior Refurbishment Reserve Fund as outlined at the Parish Assembly on 18<sup>th</sup> July 2024.***

The Connétable advised the Assembly that Item 2 was required as a means of formalising the establishment of the fund for the refurbishment of the interior of the Public Hall. This was necessary as it had not been treated as a separate Agenda item for the Parish Assembly held on 17<sup>th</sup> July 2024, albeit it had been discussed and approved at that time. The Parish's auditors, Alex Picot, had recommended that it would be appropriate for new Reserve Fund to be formally approved at a subsequent Assembly meeting.

Questions were then received from the Assembly:

- Deputy Steve Luce expressed concern that the Minutes of the Parish Assembly held on 17<sup>th</sup> July 2024 already reflected the approval of the fund whilst it was being suggested that the fund had in reality not been formally adopted. Mr William Sutton highlighted that the figures had been fully discussed during the Assembly in July and included in the budget. This had been approved by the Assembly.
- Mr Alexander Assman enquired as to whether the figure of £10,000 was adequate for the internal refurbishment of the Public Hall. He expressed concern that a Parish employee had previously been requested to undertake the decoration of the hall which had resulted in some out of hours work including during weekends. The Connétable reassured the Assembly that any out of hours work had been fully agreed with the employee beforehand and had been taken back as time in lieu. It was also noted that the works had been undertaken during Covid which by its very nature had required increased flexibility and adaptability from all members of the team including the Parish

itself, in its role as employer. In this respect it was the employee who had personally suggested that the work be carried out at the Hall, given that it was not being used due to the pandemic. However, any different working arrangements agreed during Covid did not result in any member of the team not being well looked after. The Connétable emphasised that she was not at liberty to discuss any particular member of staff as it was crucial that confidentiality was duly respected.

- Deputy Steve Luce reiterated his concerns that the fund had been approved by the Assembly in July and yet the Parish's auditors had recommended it be tabled again at this meeting. Mr Gerald Le Cocq stated that in his opinion it was simply a technicality as it made no difference in terms of the approved budget. In essence it was just good housekeeping.

The Connétable apologised for the oversight of not having the fund as a separate agenda item during the Assembly meeting in July. However, she agreed that it was simply a procedural technicality which the Parish auditors had requested the Assembly to duly address. She noted Deputy Steve Luce's concerns and reassured the Assembly that these would be appropriately noted in the Minutes.

There being no further questions, Mr William Sutton proposed the establishment of a Public Hall Interior Refurbishment Reserve Fund be adopted and Mr Lester Richardson seconded the proposal. A unanimous show of hands showed in favour of the proposal.

There being no further business, the Connétable thanked everyone for attending and closed the meeting at 7.50pm

**Karen Shenton**

Karen Shenton Stone  
Connétable

Date 31<sup>st</sup> October 2024

