

PARISH OF ST LAWRENCE



Minutes of the Parish Assembly

Wednesday 8th July 2015 at 7.30 p.m.

Assembly Room, St Lawrence

27/15 Welcome & Apologies

The Connétable welcomed all present before asking the Assembly to stand for one minutes silence as a mark of respect for a young parishioner who had tragically lost his life earlier in the week; Peter Noble then led the Assembly in prayer.

Apologies:

Deputy Eddie Noel, Reverend Phil Warren, Vingtenier Noel Le Fondré, Centenier Steve Coleman, Mr D Mezbourian, Mr M Binney

Deputies in Attendance: None

28/15 Convening Notice

The Parish Secretary read the convening notice.

An Assembly of the Principals and Electors of the Parish will be held at the Parish Hall on **Wednesday 8 July 2015 at 7.30pm** for the following business:

1. To receive and if deemed advisable approve the Minutes of the Parish Assembly held on 17 June 2015.
2. To receive and adopt the accounts of the Connétable for year ending 30 April 2015, the said accounts having been audited by Alex Picot Chartered Accountants and examined by the Comité Paroissiale named for that purpose.
3. To place at the disposal of the Roads Committee the amount required for the upkeep of by-roads for year ending 30 April 2016.
4. To approve the estimates of the funds required by the Parish for year ending 30 April 2016 excluding grants, special votes and charitable organisations.
5. To vote a sum to be donated to grants and special votes
6. To vote a sum to be donated to charitable organisations, to be allocated by the Connétable and Procureurs du Bien Publique.
7. To approve a Rate for financial year 2015/16 in accordance with Article 21 of the Rates (Jersey) Law 2005.
8. To approve a maximum sum to be given towards the proposed extension of the Parish Church.
9. To vote a sum to be transferred from the Accumulated Fund to the Parish Property Capital Expenditure Fund.
10. To name the Comité Paroissiale to examine the accounts of the Connétable for the year ending 30 April 2016.
11. To appoint auditors to prepare the Connétable's accounts for year ending 30 April 2016.
12. To elect three parishioners to the Sheltered Housing Committee.
13. To elect three parishioners to the St Lawrence Sports & Community Centre Management Committee.

From Friday 3 July, copies of the audited accounts will be available from the Parish Hall office during opening hours or from our website.

Deidre Mezbourian
Connétable de St Laurent

1 July 2015

I confirm that this notice has been posted in the Church Notice Box in accordance with the law.

Signed :

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Rector

29/15 1. To receive and if deemed advisable approve the Minutes of the Parish Assembly held on 17 June 2015.

Proposed: Procureur Bruce Harrison

Seconded: Mr Sid Simkin

The minutes were duly adopted on a show of hands.

30/15 2. To receive and adopt the accounts of the Connétable for year ending 30 April 2015, the said accounts having been audited by Alex Picot Chartered Accountants and examined by the Comité Paroissiale named for that purpose.

The Connétable invited Mr Don Connolly from Alex Picot Chartered Accountants to address the Assembly. He explained that he would comment on lines of expenditure from the previous year, starting on Page 3 of the Accounts, beginning with the heading of Administration.

Administration (Page 3)

Bank and Credit card charges: the over spend was due to a change in the terms with Lloyds Bank, who had previously not taken bank charges from the Parish. Part way through the financial year, they had introduced bank charges, taking 50% of their standard fee. For accounting purposes it had been agreed with the Connétable that the cost of the rental of the Credit Card machine should be moved from Maintenance and Renewal of Equipment to this line of expenditure.

Election expenses: is an under spend due to a standard reimbursement from the States for the Senatorial election held in October 2014.

Salaries: were slightly over budget.

Special Functions: were on budget, despite including the Visite Royale expenditure.

Establishment (Page 3)

Insurance: There was a noticeable saving shown here as last year we had inadvertently included in this budget line the cost of insurance for the Community Centre, Clos du Sommier and the St Lawrence Battle of Flowers Association, which had inflated this line. There had also been a saving on the Public Liability Insurance.

Roads Account (Page 5)

The Assembly had voted a sum of £30,000 for the financial year 2014/2015 and other income is received from driving licences, car park rent, firearms certificates and fines, although Honorary Police Fines were down on the previous financial year. This year a total of £63,217.00 was available to be spent by the Roads Committee against last year's total of £94,578.00. After expenditure of £39,556.00, the surplus for the year of £23,661.00 will be placed in the Roads Reserve Account.

General Account (Page 6)

Maison du Gardien has not had full occupancy for 2014/15 rental income being down by £3,500. The balance carried forward on the General Account this year is £378,529, being a surplus on last year of £47,000.00. It gives the Parish 37 weeks forecast expenditure in hand, the recommendation is to keep at least 20 weeks in hand.

Fund Accounts (Page 10)

Church Restoration Fund and the General Ecclesiastical Purposes Fund

The small balances on these have been used towards the cost of the Church path, which in total cost £21,000.00; these accounts are now closed.

Parish Property Capital Expenditure Fund

	<p>Expenditure of £44,918 included the refurbishment of the office reception area, funding towards the cost of the Church path and a replacement boiler at the Community Centre.</p> <p>Police Vehicle Fund Expenditure of £5,490 was the conversion of a standard car to a police vehicle.</p> <p>Rectory Improvement and Maintenance Fund Expenditure of £5,696 was on a number of minor repairs.</p> <p>Roads Reserve Fund A previous Parish Assembly had agreed that any surplus on the Roads Account would be placed in this account to offset any unforeseen expenditure; £23,661 had been added from the previous financial year.</p> <p>There were no questions from the floor.</p> <p>Adoption of the accounts was proposed by Centenier N Parker Hood and seconded by Mr B Rondel. On a show of hands, all were in favour with none against</p>
31/15	<p>3. To place at the disposal of the Roads Committee the amount required for the upkeep of by-roads for year ending 30 April 2016.</p> <p>The Connétable informed the Assembly that the Roads Committee was proposing that the sum of £25,000 should be voted to the Roads Account for the next financial year, this being a further reduction to the Roads Account. The Assembly had voted £30,000 for the financial year 2014/2015 and £55,000 for 2013/2014. She advised that in 2008 the Parish Assembly had voted £158,000 to the Roads Account.</p> <p>Mr T Brown proposed the sum of £25,000 be placed at the disposal of the Roads Committee for the upkeep of by-roads for year ending 30 April 2016, seconded by Mr S Ross-Gower. On a show of hands, all were in favour with none against.</p>
32/15	<p>4. To approve the estimates of the funds required by the Parish for year ending 30 April 2016 excluding grants, special votes and charitable organisations.</p> <p>The Connétable referred to the next financial year as being business as usual, before commenting on the following lines of expenditure proposed in the budget for year ending 30 April 2016:</p> <p>Administration (Page 18)</p> <p>Maintenance and renewal of equipment: there was a proposed increase from £350 to £5,750 to cover the cost of a new photocopier. We have had our photocopier for five years and it is beginning to require maintenance.</p> <p>Rates and Electoral System Expenses: a proposed increase from £2,200 to £8,140. The Connétable explained that the current Island Rates Management System (RMS) is a single system that has been used by all Parishes for a number of years. It is being enhanced this year so that online payments can be made, thereby giving Parishioners a further option as to how they pay for their rates. It is also the first step to enabling us to complete our Annual Returns online, although that would be optional and paper returns available for those who prefer that method. Rates collected online under the new system would be paid into a central account in the name of the Supervisory Committee (the collective name under the Rates Law for the Connétables). As each rate payer would be given a unique identification number, their account would be credited accordingly, thereby saving staff time on bank reconciliations. To deliver the enhancement in time for this years rate demands, one Merchant ID has been set up in the name of the Supervisory Committee: all payments would go there to be allocated to individual Parishes. It is anticipated that eventually each Parish would want to have its own Merchant ID but that would require separate applications and contracts to be signed. All funds would be directly under the control of the Supervisory Committee and no payments would be made to anyone other than the Parishes. No funds would be made direct to the States: although Parishes would continue to make payment of the Island Wide Rate they had collected. The Parishes had agreed to initially absorb the fees so that there would be no direct cost to the individual rate payer to use the new online payment system. The Connétable advised that, for the avoidance of doubt, there would be no centralisation other than already exists, which is the collection of the Island Wide Rate. The Connétables do not see this as leading to centralisation or to the erosion of the status of the Parishes.</p>

	<p>Salaries: there is a proposed 2% increase to £113,000.</p> <p>Establishment (Page 18)</p> <p>Insurance: the Connétable informed the Assembly that she had spoken to the insurance broker who had confirmed that a proposed budget of £11,000 was appropriate.</p> <p>Refuse and Recycling: the Connétable explained that she had received a letter from Germbusters, the Parish refuse collector, advising that they had miscalculated our payments for the last two years. Although they did not intend to ask for the difference to be paid to them, the proposed budget was now £173,173 which was an increase of £11,608 on last years actual.</p> <p>The estimates of the funds required by the Parish for year ending 30 April 2016 excluding grants, special votes and charitable organisations were proposed by Mrs I Le Feuvre, seconded by Mr D Beaugeard. On a show of hands, all were in favour with none against.</p>
33/15	<p>5. To vote a sum to be donated to grants and special votes</p> <p>Grants and Special Votes (Page 19)</p> <p>The Connétable informed the Assembly that there were a few proposed changes for the next financial year. Whilst the St Lawrence Battle of Flowers Association was proposed to remain at £2,500, the grant to St Lawrence Miniature Rifle Club had been increased to £1,500; this brought them to the same grant amount as the St Lawrence Football Club. The St Lawrence Police Vehicle Fund is ring fenced towards replacement vehicles, with £5,000 being proposed this year, as opposed to £2,500 in the previous financial year. The St Lawrence Sports and Community Centre grant has decreased to £5,000 from the previous years grant of £10,000 as they have a surplus of £18,000. The Connétable referred the Assembly to Page 18 of the Accounts, showing the unaudited accounts of the Community Centre. A new three year agreement has been signed this year with the Education Department toward the cost of a part time Youth Worker, but continuing at £15,000 per annum. The Parish has funded this for the past six years. The grant to the St Lawrence Twinning Association is proposed at £50, as the Jersey Normandie Association has reduced the cost of membership from £100. The Connétable advised the Assembly that the St Lawrence Parent and Toddler Group has been added to the list of grants and special votes, proposing that £200 be granted to them. They have in previous years received that amount from the Charitable Grants and Donations payments.</p> <p>Mrs K Le Maistre proposed the sum of £45,900 be voted to grants and special votes, seconded by Mr P Noble.</p> <p>On a show of hands, all were in favour with none against.</p>
34/15	<p>6. To vote a sum to be donated to charitable organisations, to be allocated by the Connétable and Procureurs du Bien Publique.</p> <p>The Connétable explained to the Assembly that the sum of £17,500 was being proposed, as in previous years. In the previous financial year we had donated £500 to the Oscar Maclean Foundation and £100 to the Street Pastors, both being new donations from the Parish.</p> <p>Following discussion from the floor, Mrs A Binney proposed that the sum of £18,000 be donated to Charitable Organisations to increase the amounts paid to Little Sister of the Poor and Hospice. This was seconded by Mr B Rondel.</p> <p>On a show of hands all were in favour with none against.</p>
35/15	<p>7. To approve a Rate for financial year 2015/16 in accordance with Article 21 of the Rates (Jersey) Law 2005.</p> <p>Procureur M Ethelston addressed the Assembly and explained that the Connétable and Procureurs considered that the Parish Rate for the financial year 2015/2016 could be retained at 0.80p, as in the previous year.</p> <p>Mr M Ethelston proposed a rate for financial year 2015/2016 of 0.80p per quarter, seconded by Mrs J Pallot.</p> <p>On a show of hands, all were in favour with none against.</p>

36/15	<p>8. To approve a maximum sum to be given towards the proposed extension of the Parish Church.</p>
	<p>In the absence of the Rector, the Connétable invited Churchwarden Mr P Noble to address the Assembly for this matter. He explained that the Church wished to add an extension on the west end of the Church to create disabled access, kitchen area and a wc; the estimated cost of the extension is £145,000. The Rectorat had agreed that a maximum sum of £80,000 should be given towards the extension. If that sum was approved at this Assembly it would be advised to the Ecclesiastical Assembly due to be held on 16th July. If the Ecclesiastical Assembly agreed, the proposals would be taken to the Ecclesiastical Court for their approval after which a Planning Application would be submitted. There was some discussion from the floor and Mr Noble advised the Assembly that anyone who had concerns about the proposals would be able to make their representations to the Planning Department as part of the normal Planning Application process.</p> <p>Mr P Noble proposed that the Parish approve a maximum sum of £80,000.00 to be given towards the proposed extension of the Parish Church, seconded by Mrs I Le Feuvre.</p> <p>On a show of hands, 34 were in favour, 8 were against and there were 3 abstentions.</p>
37/15	<p>9. To vote a sum to be transferred from the Accumulated Fund to the Parish Property Capital Expenditure Fund.</p>
	<p>Procureur B Harrison addressed the Assembly and recommended that the Parish transfer the sum of £100,000 to the Parish Property Capital Expenditure Fund, this being £80,000 towards the Church extension and £20,000 as a top up to the Fund.</p> <p>Procureur B Harrison proposed that £100,000 be transferred from the Accumulated Fund to the Parish Property Capital Expenditure Fund, seconded by Mrs M Moody.</p> <p>On a show of hands, all were in favour with none against.</p>
38/15	<p>10. To name the Comité Paroissiale to examine the accounts of the Connétable for the year ending 30 April 2016.</p>
	<p>The Connétable informed the Assembly that the members who are required to sit on this are the Connétable, the Rector, the Procureurs, the Parish Deputies, the Centeniers, the Chairman of the Rates Committee, the Secretary of the Roads Committee and the Churchwardens.</p> <p>Proposed by Mrs A Binney and seconded by Mr S Simkin.</p> <p>On a show of hands, all were in favour with none against.</p>
39/15	<p>11. To appoint auditors to prepare the Connétable's accounts for year ending 30 April 2016.</p>
	<p>The Connétable thanked Mr Connolly and his team for all their help and advice during the previous financial year. She recommended that Alex Picot Chartered Accountants be re-appointed as auditors to prepare the Connétable's Accounts for year ending 30 April 2016.</p> <p>Proposed by Centenier N Parker-Hood, seconded by Mr R Kerley.</p> <p>On a show of hands, all were in favour with none against.</p>
40/15	<p>12. To elect three parishioners to the Sheltered Housing Committee.</p>
	<p>The Connétable asked for nominations.</p> <p>Mrs Iris Le Feuvre Proposed: Mr Brian Rondel Seconded: Mr Norman Le Riche</p> <p>On a show of hands, all were in favour with none against.</p>

	<p>Mr Brian Rondel Proposed: Procureur Mike Ethelston Seconded: Mr Norman Le Riche On a show of hands, all were in favour with none against.</p> <p>Mrs Jenny Carter Proposed: Mrs Kath Le Maistre Seconded: Mr Brian Rondel On a show of hands, all were in favour with none against.</p> <p>The Connétable thanked them for putting their name forward and for their contribution on the Sheltered Housing Committee in previous years.</p>
41/15	<p>13. To elect three parishioners to the St Lawrence Sports & Community Centre Management Committee.</p> <p>The Connétable asked for nominations.</p> <p>Mrs Marion Hibbeard Proposed: Mr Sean Morvan Seconded: Mr Stephen Ross-Gower On a show of hands, all were in favour with none against.</p> <p>Mr Sid Simkin Proposed: Mr Winston Le Brun Seconded: Mr David Beaugeard On a show of hands, all were in favour with none against.</p> <p>Mr Chris Durbano Proposed: Mrs Pauline Dutot Seconded: Mr Peter Henwood On a show of hands, all were in favour with none against.</p> <p>The Connétable thanked them for putting their name forward and for their contribution on the St Lawrence Sports and Community Centre Management Committee in previous years.</p>
	<p>Before closing the Assembly, the Connétable thanked everyone for attending and for their participation. She thanked everyone involved with Parish life, whether elected or in a voluntary position and thanked the Parish staff for the support they gave to her and to the Parish.</p>
42/15	<p>Meeting Closed</p>
	<p>There being no further business the Connétable closed the meeting at 9.30 pm</p>

Signed: 

Date: 19-08-15

Deidre Mezbourian, Connétable President of the Assembly