

The Fourth of July Two Thousand and Seventeen

PAROISSE DE ST. PIERRE

**An Assembly of Principals and Electors of the Parish of St. Peter will be held in the Parish Hall on Tuesday 04 July 2017 at 7.30 p.m. to :-**

- 1. Receive, and if deemed advisable, approve the Act of the Parish Assembly held on Tuesday 30 May 2017.**
  - 2. Receive, and if deemed advisable, adopt the Accounts of the Connétable and those of the Parish Homes and the Youth and Community Centre, for the financial year ended 30 April 2017, the said accounts having been previously approved by the Committee appointed for that purpose and audited by the Parish Accountants.**
  - 3. Vote a sum of money at the disposal of the Roads Committee for use on the upkeep and repair of by-roads in the Parish for the financial year ending 30 April 2018.**
  - 4. Approve the estimates of the funds required by the Parish for the financial year ending 30 April 2018, including grants to various charities and organizations.**
  - 5. Approve a rate of an amount that will produce for the Parish, income that is at least sufficient to satisfy the requirements as set out in the approved estimates.**
  - 6. Name a Committee to examine the Connétables Accounts, Parish Homes and those of the Youth and Community Centre, for the financial year ending 30 April 2018.**
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- 1 On the proposition of **Richard Vibert** , seconded by **Kerry Sharman**, the minutes of the Parish Assembly held on Tuesday 30 May 2017, which had been previously handed out, were approved.
  - 2 The Connetable introduced Stephen Phillips of Alex Picot, the parishes' accountants and asked him to address the assembly with the details of the Accounts. Stephen began with St Peters Youth & Community

**SPYCC**

The lay out of the accounts are in the same format as previous years, split into the Tea Room, Pre-school and Central.

The Tea room slightly down from £133,000 to £129,000 but also a drop in costs of sales at £48,000. Staff costs have increased by £15,000. There has been a change in the ways costs are allocated, previous costs were centralised but now posted to the Tea room.

Overall the Tea Room has made a Gross Profit of £6223.

Pre-school have an income of £97,000. Staff costs are the same. Overall a similar return each year of £7715.

Central income consisting of bingo hire, football hire etc. of £17,393. Parish contribution costs of £11362, a recharge of £10,000 as Parish Secretary now dealing with wages and accounts plus £1362 items paid for by the Parish.

Central staff costs down with a saving of £24,000 on previous year.

The sundry income is higher on previous year due to a Co-op dividend being withdrawn of £1400. Parish grant for maintenance of £17,572 for specific items spent on Pre-school kitchen, CCTV, new doors etc. Nett costs of £2466.

Central overheads of £12,094 are Heat, Light, and water. Cleaning of £11,306 contract cleaners from £9214 on previous year, the reason for the increase was: Contract cleaners came in after the start of the last financial year and the cleaning was previously done by staff .Other costs in line with previous years.

Surplus for the year of £5322. Accumulation fund of £35,000, net amount to be held by the centre to be used as and when required.

The Constable asked if there were any questions regarding these accounts. As there were none he thanked the SPYCC committee and staff for all their hard work, the centre had previously struggled but now have a credit of £35,000 in the bank, well done!

**Parish Accounts**

The accounts are in the same format as previous years.

**Expenditure:**

Central overheads total £255,319 against the estimate of £263,457, slight increase but have budgeted for this increase.

Going line for line, all in line with previous years, key points are Police budget of £40,000 when actual spend was £38,842, Purchase of a second hand police car at £4,000. Insurance costs, radio subscriptions and various other pieces of equipment fall below the estimate.

## 547

Salaries for Parish staff, net of £10,000 from the SPYCC of £116,000, slightly below budget but up on previous year.

Youth leader set amount agreed by contract and pension schemes as before.

Computer expenses of £15,288, below estimates, costs were for online support and E. Gov. previous costs were mainly computer upgrades last year of £9,000.

Comité des Connétables fees are set centrally.

Legal and Professional, previous advice needed but nothing needed this time.

A sundry expense of £7851, main element of this is the Senior Citizens Christmas Lunch at £4,500.

Charitable donations/ Grants- In line with estimates of £10,500.

Associations and BOF in line with estimates.

SPYCC running costs, estimate of £24,000, actual spend was £11,362, £10,000 of this was staff costs for dealing with wages and accounts and £1362 paid over for other items. Good saving to the parish and ratepayers.

Refuse Disposal is a set amount as known costs.

Maintenance of parish property- excluding SPYCC.

Last year's total of £224,076 which included Rectory works compared to previous years of £135,632 (mainly due to Rectory refurbishment)

More work has been on the rectory at £12,500. Parish hall also had redecoration, pointing works and guttering with associated scaffolding costs Total costs of £50,705. In line with budget, significant savings.

Tresor costs of £31,423 window protection work done as agreed with Ecclesiastical Assembly.

Staff costs of £27,815 for roads worker who also deals with general parish maintenance too.

Parish Homes-Budget of £26,230, spent £43,438. Capital repayment of £66,000. A lot of maintenance works at the homes when properties are empty at Maison Le Marquand plus external painting works at Queens Jubilee Homes.

Street Lighting-Quarterly costs.

## 548

Roads Committee-

Expenditure of £88,474, main element of this are works on the village footpaths which cost just under £60,000. General work in repairs (£10,000 spent on Mont des Vignes).

Cleaning and associated labour £25,651- This is the second roads worker.

Village Greens- Contract £16,510

Motor expenses £34,564; new roads truck of £30,000 but did sell the old vehicle and received £3,000 included in this figure.

Income: Firearms of £1135 and driving licence income of £24,951. For duplicates and originals plus 1/10<sup>th</sup> of renewals.

Parking fines increase year on year but in line with what is expected.

Net expenditure of £129,783, a saving on the estimate.

Total expenditure £756,182, saving on estimates mainly due to SPYCC savings, Roads and Special votes.

Any questions? NO.

### **Income:**

Rates of 492,000 more quarters. Rate per quarter decreased to 0.100 p last year therefore income lower by £32,000 to £747,387.

Total of £749,249 increase on previous years due to decrease in rate.

Admin fees from Island Wide Rate of £2689 (surcharges).

Other income in line with previous years. One- off item of the sale of the old minibus.

Total income of £763,205 estimates of £786,415.

Total at the end- Income of £763,205, expenditure of £756,182, surplus of £7023, against budget deficit of £46,000.

**Summary of Balances: Excluding Parish Homes**

£866,735 net current assets at the year end.

Split as general income & expenditure account of £684,090 and Contingency Reserve at £182,645

Nothing added or taken away so general account carried forward.

Parish remains in a healthy position, helped by good cost controls and budgets were set well.

**Parish Homes**

Bank loan of £2,780,938 (£66,000 paid over the year) matched against buildings costs. Homes Reserve-Accumulated rent and contributions during the life of the development £333,944.

**Income & Expenditure**

Rent receivable £278,538, (£200,000 is QJH).

Expenses- £8611 for internal refurbishments, £11,000 for external decoration. Both properties are full so when vacancy comes up works to the properties are done and therefore estimates are unknown.

Other than maintenance £ 204,805 on loan interest.

Overheads- all costs in line.

Net surplus £22,582, more spent than thought.

Any questions: Mr G Le Cuirot asked why the parish homes are now combined, he thought in previous years these were separated for MLM and QJH. It was said that the way of the accounts had been like this for several years, the parish have nothing to hide as both properties are collectively known as Parish homes.

It was agreed for this to be looked at for next year's accounts format. The information is available to Mr Le Cuirot if he wishes to have it.

As there were no further questions, **John Banks** proposed, seconded by **Pamela Rayson** to accept these set of accounts. No objections or abstentions.

- 3 Roads Vote... The roads vote proposed is £147,500.  
(This includes one roads worker = £151,000 plus roads salary £26,500 less income of £35,000 from licences/ fines etc. = total net expected for Roads is £147,500).

This vote was proposed by **Richard Vibert**, seconded by **Kristina Moore**, with none against and no abstentions.

#### 4 **Estimates/ Budget 2017-2018**

Most items provisions on previous years:

Telephone-In line

Policing- Increase of £5,000 on previous figure of £40,000. Request for 2 new "smiley face" road signs, one to replace and one to hopefully repair but these cost £2,500 each therefore increase of £5,000 on budget figure.

Sundry expenses- Increase to £10,000 as will be having two senior citizens Christmas lunches this year as previous dinners have been over- subscribed.

Computer expenses, increase for this as ongoing online system upgrades and compatibilities with states server and E. Gov. projects.

Salaries-Overall increase of 2.9% RPI increase. (£10,000 to SPYCC for assistance with accounts, wage rolls etc.)

New budget this year for Police Administration support of £8,000. More and more work is being required for charge sheets and parking fines etc. therefore member of Honorary police assisting with the administration.

Pensions- as previous years

Youth leader costs-As in previous years as set contract via the States of Jersey.

Audit increased by inflation.

Rates experts- same.

Advertising costs increase to £8,000 as no longer by law has to advertise in the Gazette.

Deputy Kristina Moore asked would it be possible for the Parish to consider social media and a monthly notice advising parishioners of any assemblies, notices etc. as the necessity to use the Gazette to advertise has been removed in the States agreement. The Constable agreed to consider this.

No foreseen legal fees.

Charities / Associations- all asked again to send in their accounts and a figure will be looked at for each one rather than a set sum given every year.

## 551

SPYCC- Decrease from £20,000 to £15,000. As they have money in their account, our assistance has gone down. If any considerable works are required they will have to submit a business plan and if need be come back to an Assembly to ask for more money than budgeted for.

Refuse Disposal- set as per contract.

Tresor £41,950 as set by the Ecclesiastical Assembly.

Parish Property Maintenance and Heating have been combined this year at £30,000 plus a provision of £2,000 for Vehicle Hire (sale of old minibus therefore budget set aside for vehicle hire)

**Parish Homes-** Rents have increased as per inflation. Mortgage, Interest capital is fixed.

Expenses- Under estimated last year so increased for this year so set aside £60,000. Considering changing the current lounge into another unit.

Insurance/ Street Lighting- In line as normal.

Roads Vote- This includes one roads worker = £151,000 plus roads salary £26,500 less income of £35,000 from licences/ fines etc. = total net expected for Roads is £147,500. Passed earlier.

### **Special Votes: £100,000**

- 1 Outside play area is no longer viable. Flooring needs to be re-done, wooden palisades are rotten. A safety wall needs to be built (2ft stub wall with fence on top). Also looking at the area to open it up and to incorporate the Petanque pitch.

Been advised that due to the lack of the playground, the tea room has seen a downturn in business from the pre -school attendees as can no longer let children play and stay and have food/ drink. A community element is needed. Also part of the requirements of having a preschool is that they need an outside play area.

- 2 Ceilings inside the Church need doing, the faculty need to do the work but the Parish will look at costs to see if we can help.  
It was asked would the Church be done aisle by aisle. It is believed that a quote has been costed in sections and figures are to be advised- quote of £73,000 has been mentioned for the whole church.

Another question asked, are the Airport rated by quarters or sections- confirmed quarters.

As there were no further questions, the special votes and estimates were proposed by **John Banks**, seconded by **Gerald Harrison**.

- 5 Due to the increase in quarters, income has gone up, therefore allows us to reduce The rate per quarter by 10% to 0.90 of a penny. We are pleased that we can give something back to the parishioners, this is not something that has just been decided upon but also helped by other means, costs have gone up, works have still been carried out without the increase in quarters, the municipality have all helped us to do this.

The approval of the rateable amount was proposed by **Eric Payn**, seconded by **Kristina Moore**, with none against and no abstentions.

- 6 The Connetable asked if, as per previous years, would the assembly like to propose and second and vote en bloc for the same committee to be involved again for next years. The named committee being : Procureurs, Rector, Deputy, Centeniers, Church wardens, Treasurer of the Roads Committee, Chairman and Treasurer of the St Peters Youth & Community Centre, Chairman of the Rates Assessors and independents Nicola Adamson, James O 'Mahoney and Philip Bisson.  
This item was agreed and proposed by **John Le Breton**, seconded by **Nigel Johnson**, none against and no abstentions.

As there were no further business the Connetable thanked everyone for attending.

He stated that this is his last year in office and looking forward to ensuring all projects planned are successful and also is trying to obtain two more bus shelters for the parish, one near Uplands on the main La Route de Beaumont/ Mont Fallu junction and one on La Route de la Haule near the Grace Dieu bungalow. Consideration was asked by a member of the assembly for a bus route on La Routeur and another parishioners asked for the signage around the village and Church to be looked at and if need be , be removed

**This concluded the business of the Assembly.**