

PARISH OF ST BRÉLADE

PARISH ASSEMBLY

Minutes of an Assembly of Principals and Electors of the Parish of St Brélade held in the Main Hall at the Parish Hall, St Aubin, St Brelade on Tuesday 12 July 2022 commencing at 19:00 hours.

Chairman of the Parish Assembly:	The Connétable, Mike Jackson, presided.
Convening Notice:	The Convening Notice was read by the Parish Secretary.
1. Minutes of Previous Assembly:	The Minutes of the previous Assembly of Principals and Electors of the Parish of St Brélade held on Tuesday 31 May 2022 were adopted after a proposal by Mr Peter Norman, that the Minutes be taken as read and that was seconded by Mr Arthur Morley.
2. Receive and if deemed advisable, adopt the financial statements of the Connétable for the financial year ended 30 April 2022 as audited by the Parish Accountants and examined and approved by the Committee appointed for that Purpose:	<p>The Connétable introduced Steve Philips of Alex Picot, the Parish's Accountants. Mr Picot went through the accounts in detail (a copy is attached to these Minutes). Mr Philips pointed out that the Roads Estimate for last year was under budget certain works were not carried out due to the unavailability of the contractors.</p> <p>Mr Michael Videgrain, a member of the Road Committee, explained that in the surplus of the Road Accounts, included the sum of £20,000 for staff costs which had not been utilised as yet.</p> <p>Mr Philips advised that the monies showing against the Affordable Homes Scheme were bolstered by a property being sold towards the end of 2021. The Parish entered into Bonds with the purchasers of properties within the Champs Pres de L'Eglise estate and when those properties were sold the Parish gained a proportion of the increased value. These monies were ring fenced for new schemes.</p> <p>Deputy Jonathan Renouf asked a question of the amounts paid to the JEC. The Connétable advised which works were carried out, these were primarily replacements of concrete lamp posts.</p> <p>Deputy Helen Miles asked a question about the Tetra radios shown on the Honorary Police Budget. The Connétable advised that these were purchased from and maintained by the Home Affairs Department. He added</p>

	<p>that perhaps the new Home Affairs Minister might like to reduce those costs.</p> <p>Mrs Enid Quenault, wanted a vote to thanks passed to all in relation to the Ciméterie Extension Project and was thanked by the Connétable. Mr Philips added that the project was within budget.</p>
	<p>Mrs Quenault also asked if there was still a three way split in relation to the Communicare funding. The Connétable asked Mark Bond, the Rector, if he could respond. The Rector advised the Meeting that it was not a three-way split as had previously happened but as the library had now moved into Communicare funds were being received by way of rental from the Government.</p> <p>Mr Peter Norman thanked Mr Philips for the clarity of the accounts as presented.</p> <p>Mr Michael Videgrain advised the Assembly that having gone through the accounts in details along with the rest of the Accounts Committee that he propose their adoption. Mr Peter Norman seconded the proposition.</p> <p>The Connétable asked for a show of hands and all present voted in favour.</p>
<p>3. Vote a sum of money for use by the Parish Roads Committee, for the upkeep and maintenance of the Parish by-roads for the year ending 3 April 2023:</p>	<p>The Connétable gave an overview of the planned Road Committee expenditure for 2022/2023.</p> <p>There being no questions, the Connétable asked for a proposer and seconder, with Mr Kenneth Corbin proposing and Mr Peter Norman seconding. By way of a show of hands, the vote was unanimously carried.</p>
<p>4. Receive and if deemed advisable, approve estimates for the requirements of the Parish for the financial year ending 30 April 2023, including transfer to the reserve funds for specified purposes</p>	<p>The Connétable gave an overview of the estimates.</p> <p>The Meeting was advised that the forecast by analysts was that we could be looking at a significant cost of living increase by the end of the year. We had therefore been prudent in making certain uplifts in areas that could be affected. Staff costs had had this provision included. Accountant's costs were rising by 8%.</p> <p>Deputy Jonathan Renouf asked if the idea was to not exceed the estimates and the Connétable advised that was the case and that the cautious approach was taken.</p> <p>Unlike last year there were no exceptional legal fees but only the normal legal fees association with some of the projects that the Parish has in hand where advice is needed were in the estimates.</p>

	<p>The Connétable touched on the bank charges and mentioned that the Parish were in the process of changing banks. For operational reasons.</p> <p>Mrs Enid Quenault asked as to why Jersey Hospice were not on the list of Charities and the Connétable advised that it was felt that those charities and clubs within the Parish were to receive primary consideration. Mrs Quenault said that they should be considered. The Connétable advised that if accounts were presented then they may be considered. No grants are given unless accounts are forwarded to the Parish.</p> <p>Deputy Helen Milers asked why the grants to the West District Guides had reduced as the grants given were £400. Mr Michael Videgrain advised that this was because instead of four districts there were now only two.</p> <p>The Connétable asked Sean Jones of the St Brélade Battle of Flowers Association for an update and he advised that the entry this year was Pirates and Princess, a “mash-up” of Disney.</p> <p>The Connétable spoke of the expenditure for the floral decorations and commended those responsible for such a good display.</p> <p>The Honorary Police budget was slightly different from last year as the two administrators costs were now shown against their budget and the cost of the maintenance of the tetra system and IT licences had increased. Part of that sum would decrease as the number of IT licences were rationalised.</p> <p>Deputy Jonathan Renouf asked if the Parish were going about the maintenance in a piecemeal fashion. The Connétable replied that was a degree of this but that the Parish properties were old and all needed maintenance. The Parish Hall roof needs replacement, it is not lined and at the same time a project for the replacement and possibly a new income stream was on the table. There are certain rooms within the Parish hall utilised at present that could be made into a quiet room or extra office space which we lack. Some windows needed replacing and the exercise was carried out last year to maintain some of the sash windows.</p> <p>Moving on to the vehicles estimate, the Connétable advised the Meeting that the new EVIE van for the PCO was to be ordered imminently.</p>

	<p>The Connétable outlined the future expenditure necessary On Parish roads, in particular works needed on stabilising subsidence on a section of Rue du Cône. Materials and costs were continually rising.</p> <p>There were no more questions and the Connétable asked for a proposer and seconder. Mr Peter Edwards and Deputy Helen Miles proposed and seconded the estimates. By way of a show of hand, all present were in favour.</p>
<p>5. Approve a rate for the year 2022, of an amount which will produce for the Parish income that is at least sufficient to satisfy the requirements set out on the approved estimates</p>	<p>Given that costs are continually rising it was felt that in light of the estimates a rate of 1.18 pence per quarter should be recommended.</p> <p>Mr Peter Norman then addressed the Meeting and said that he was concerned about the word deficit which no “business” should consider and he would like to see a rate set to avoid the projected deficit as shown on the estimates.</p> <p>The Connétable advised that many people were struggling financially. The Parish would indeed have to wait for the monies to come in, some three months for most of it, and during that time the balance in hand would need to be used. The Parish would need to continue to be very prudent with expenditure.</p> <p>Deputy Jonathan Renouf asked if the Parish could run at a deficit. Could monies be taken from the reserves. What effect does the rise mean on a three-bedroomed house, now paying say £500. Mr Adam Hodgkins, Financial Controller for the Parish advised as jump of about 7.75% would mean circa £39 a year.</p> <p>A break even rise to 1.24 pence a quarter (12.7%) would equate to circa £63 a year more for such a property.</p> <p>Mr Arthur Morley advised the Meeting that as a Procureur part of his role was to “guard the coffers” of the Parish and prevent a deficit. There is a lot of maintenance needed to keep the Parish going but democracy dictates that the Parishioners are asked to decide albeit on the basis that the books need to be balanced.</p> <p>Mrs Enid Quenault indicated that that she would support 1.18 pence per quarter rise.</p> <p>Deputy Jonathan Renouf asked what was the aim of setting the rate with a deficit? A rule of discipline was needed.</p> <p>The Connétable explained that there were many unknowns that may have to be set aside for later years, for</p>

	<p>example road projects, but emergency repairs would have to be carried out.</p> <p>Deputy Renouf said that the decision may be more difficult in a year or two's time.</p> <p>Mrs Quenault proposed a rate of 1.18 pence per quarter and Mr Peter Edwards seconded the proposition. The Connétable asked for a show of hands in favour. The vote was carried. The Connétable then asked if there were any amendments to the proposition and Mr Arthur Morley proposed 1.24 pence per quarter with Deputy Jonathan Renouf seconding the proposition. The Connétable asked for a how hands and there were 6 in favour with 7 against the amendment. Therefore, the vote of 1.18 pence per quarter was set for the year.</p>
<p>6. Elect a committee to examine the Connétable's accounts for the year ending 30 April 2023.</p>	<p>The Connétable advised the Meeting that the following had already shown their willingness to continue on the Accounts Committee, Mr Michael Videgrain, Mr Kenneth Corbin and CO Ian Wright. Mr Arthur Morley proposed that those named persons should be elected to the Accounts Committee and this was seconded by Mrs Enid Quenault. The Connétable asked for a show of hands and the proposition unanimously carried.</p> <p>The Connétable thanked all those on the Accounts Committee for their diligence and long hours at the recent meeting.</p>
<p>7. Approve a firm of Chartered Accountants to audit the Connétable's Accounts for the year ending 30 April 2023 (the present Chartered Accountants, Messrs Alex Picot, have signified their willingness to be reappointed)</p>	<p>The Connétable advised the Meeting that Messrs Alex Picot had indicated their willingness to be reappointed. Mr Arthur Morley advised those present that it was not an easy job in auditing any Parish's finances and that he had no hesitation in proposing Messrs Alex Picot. Mr Kenneth Corbin seconded the proposition. The Connétable asked for a show of hands in favour and the vote was carried unanimously.</p> <p>The Connétable also thanked Messrs Alex Picot and Mr Steven Philips on behalf of the Parish for all their work in relation to auditing the accounts.</p>
	<p>There being no further business, the Chairman thanked all for attending and declared the meeting closed at 20.36 hours.</p> <p>Signed: _____ Dated: _____</p> <p>M K Jackson Connétable</p>