

## **Minutes of a Parish Assembly held in the Parish Hall on Wednesday 17th July 2024 at 7.00pm**

**PRESENT:** Le Connétable, Le Recteur, Don Connolly of Alex Picot, Deputies Hilary Jeune and Elaine Miller, Sue Morin and 28 parishioners

**APOLOGIES:** Judy Jehan, Maxine Fergusson, Joe Foott, Trevor Tirel, Shirley Syvret, Michel Larose.

The Connétable welcomed everyone and introduced Don Connolly of Alex Picot to the Assembly.

He then read the convening notice:

An Assembly of Principals and Electors of the Parish will be held in the Parish Hall at 7.00pm on Wednesday 17<sup>th</sup> July 2024, to conduct the following business: -

- 1) Receive and if deemed advisable approve the Minutes of the Parish Assembly held on Wednesday 20<sup>th</sup> December 2023.
- 2) Receive and if deemed advisable adopt the audited accounts of the Connétable for the financial year ended 30 April 2024. The said accounts having been examined and unanimously approved by the Committee named for that purpose.
- 3) To agree a sum of £40,000 to be used from the General Account to fund ongoing costs relating to the development of the Memorial Garden.
- 4) To agree an amendment to the name and purpose of the Vehicle Replacement Reserve to become the Vehicle Reserve.
- 5) To agree a sum of money, up to £35K, to be used from the Vehicle Reserve to purchase a new Police van.
- 6) Vote a sum of money for the upkeep of the by-roads of the Parish for the financial year ending 30 April 2025.
- 7) Approve the estimates of the funds required by the Parish for the financial year ending 30 April 2025.
- 8) 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 and that the said rate be levied.
- 9) Name a committee to examine the accounts of the Connétable for the year ending 30 April 2025.
- 10) Appoint Auditors to prepare the Connétable accounts for the Parish for the year ending 30 April 2025.
- 11) Elect Constables Officer's for various Vingtaines.
- 12) To appoint/elect up to three Officers to join Le Comité du Commune Rurale de St Jean for the next three years.

Copies of the accounts will be available at the Parish Hall from Wednesday 10<sup>th</sup> July or on [www.stjohn.je](http://www.stjohn.je)

Andrew N Jehan  
Connétable

9<sup>th</sup> July 2024

The Connétable then confirmed that the notice had been displayed in the Church Box for the required period and had been duly signed by Reverend Beverley Sproats.

1. The minutes of the Parish Assembly held on the 20<sup>th</sup> December 2023, having been circulated, were:

Proposed by: Richard Dupre  
Seconded by Stephen Hewlett  
Approved unanimously by the Assembly.

2. Don Connolly of Alex Picot went through the Accounts and gave details and explanations on specific lines where needed.

Rates Income – the increase in quarters was negligible. Rents and Hire of Hall has increased by £6K. DC confirmed that the big win in the income this year was from the bank interest received this has come in at an amount of £88K against an estimate of £50K.

Roads – Income has been steady from the usual sources, eg: Firearms and Driving Licences. Additional costs were incurred due to Storm Ciaran.

Honorary Police – Budget was increased slightly last year as St John hosted the Centeniers Quarterly Dinner in January.

Refuse/Recycling - This cost increases year on year, as expected.

Parish Hall – Work has been done to the Hall including power washing of exterior areas and electrical testing with remedial work through out. Purchase of a new photo copier.

Administration – Comite des Connétable costs have increased due to improvements in Islandwide systems for Driving Licences, Rates and Dog Licences.

Legal Fees - Costs incurred relate mainly to the Clos de la Bout development. We have been reimbursed by Government of Jersey for costs in regard to the School Playing Field in the amount of £53K. Other costs relating to property transactions for the sale of the Clos de la Bout properties will be split between the Parish – 25%, Greenwood Housing Association – 25% and the Developer – 50%

Youth Project – There is now a full time Youth Worker in St John, and the full budget will be utilised for the first time in the coming financial year.

Bank charges – Lower than estimated.

Bus Shelter – One off cost and has all now been repaired, despite the incident with Liberty Bus.

Parish Magazine – Increased to four editions a year with more content which accounts for additional cost.

Don Connolly then gave details of assets and how they are divided to cover the financial year. Once the rate is set and the demands are sent out, we are generally approximately 16 weeks into the financial year. We retain enough to cover the period from May to August.

The total expenditure for the year amounts to £573K. Against the income £639K and taking transfers into account this leaves us with a surplus of £27K into the General Account.

DC then referred to the specific Funds in the Accounts noting the £70K transferred from the General Account to the Building Fund in the last financial year. This still leaves the General Account a bit high, but this will be discussed in Agenda Item 3. The Building Fund currently holds £682K. There are a number of large projects which will need to be looked at in the coming year – to include the Parish Hall and Church roofs. The Special Reserve has been used towards projects in the past – for example J371 Memorial Garden. The Vehicle Replacement Reserve will be discussed on Agenda Item 4. Roads Resurfacing is for larger projects undertaken by the Roads Committee.

The Assembly were asked for any questions.

There being no questions Le Connétable asked for a proposer and seconder for the accounts:

Proposed by: Andy Bisson  
Seconded by: David Morris  
Unanimously approved by the Assembly

Le Connétable thanked Procureurs Julian Guegan, Trevor Tirel and Parish Secretary Sue Morin for their work on the Accounts.

3. Le Connétable said that the Assembly had previously agreed to spend £35K from the Special Reserve to begin works on the Planning Application and drawings for the development of the Memorial Garden in J371. We are now in need of a further £40K to be taken from the General Account, which currently has a surplus of funds - to take the plans forward to the Pre Planning stage, which should be complete by the end of this month. As part of the Planning Application we need to obtain further reports:  
Transport, Archaeology, Ecology, Heritage, Waste Management – amongst others.

Martin Fricker asked if the £40K is agreed and when it comes down to getting tenders etc it is found that the cost of completing the project is unaffordable, would we be wasting our £40K. AJ said that this project will benefit other areas, for example offering parking to the School so it is hoped that they will assist with the project. It is also being considered that support or sponsorship is obtained for different areas of the project. The £40K would not be used until these things are confirmed, but we have no costs for the development, as yet.

There being no further questions Le Connétable asked for a proposer and seconder:

Proposed by: Gregor Allan  
Seconded by: Ron Le Herissier  
Unanimously approved by the Assembly

4. The Parish currently holds a Vehicle Replacement Reserve. As our Honorary Police would like to purchase an additional vehicle rather than a replacement vehicle, we wish to get approval from the Assembly to change the name of the Reserve to accommodate this change.

Proposed by: Ian Touzel

Seconded by: Richard Dupre

Unanimously approved by the Assembly

5. Further to the approval of Item 4 the Assembly were asked to approve up to £35K for the purchase of an additional police vehicle. Le Connétable acknowledged the fabulous work done by our Honorary Officers. The current vehicle is fully depreciated but is worth keeping as a back-up vehicle. There are occasions where two vehicles, for example a recent accident on Route du Nord, are very useful. The idea is to get a van to assist with transporting equipment. We use a trailer on the Dacia at the moment, but the new driving licence regulations mean that not everyone has the category to tow, and some would prefer not to. Electric vehicles have been considered but the batteries do not last long enough given the extra's required on a fully equipped police vehicle. Centenier Bisson has put together a proposal for the new vehicle to take forward, which Le Connétable thanked him for.

Proposed by: Christopher Rudd

Seconded by: Michael White

Unanimously approved by the Assembly.

6. Le Connétable asked the Assembly to approve an amount of £15K to be used for the up-keep of the Roads in the Parish for the coming year. The Roads Committee and Roads Inspectors did a fantastic job, together with the Honorary Police, during and after Storm Ciaran. They currently meet every Friday informally and hold regular Roads Committee meetings which the Roads Inspectors are also invited to attend.

Proposed by: John Renouf

Seconded by: David Morris

Unanimously approved by the Assembly

7. The Assembly were asked to review the proposed estimates for the coming year. Most lines have stayed the same or incurred a small increase in line with rising costs.

**Cemetries & Gardens** has not changed for a number of years and given the recent success in the RJA & HS Competition and the work put in by our current Contractor, this will be reviewed.

**Refuse/Recycling** is our largest spend, in line with all Parishes.

**Comite Rurale** didn't spend their amount last year but we would like to leave it in, in case it is needed.

**Senior Citizens** line covers the Christmas Lunch which is very well received, along with coaches for three outings a year for the Golden Age Club.

**The Youth Project** now has a full time Youth Worker so this amount will be utilised for the first time this year.

Some **Training** has taken place with more booked in for the coming months.

Next year see's the **80th Anniversary of the Liberation of the Islands**, an amount of £10K has been included to assist with even planning.

The **Parish Magazine** has increased to four editions a year and now offers 60 pages per quarter.

**The Twinning Association** celebrates 40 years next year with some of the members still being the originals from 40 years ago – we have increased this amount slightly to go towards this.

Paul Berks asked about the amount set aside for Refuse/Recycling and if there were any options open to us to make this more effective? Le Connétable confirmed that the Comité des Connétables were looking into other options for the Refuse/Recycling as a collective. Possible solutions are a co-operative across Parishes, and changes in the way collections are carried out. There is also a new Contractor on the market to be considered. When our current contract comes to an end next year AJ confirmed that he is confident that there will be other, better options available. Re-cycling is up but it needs to improve. Currently milk cartons produce 1% of our Island waste – options to re-cycle these need to be explored.

Gary Grimshaw asked why the estimate for income on the Hall Hire had gone down? AJ confirmed that the main hall requires extensive work during the next year and it is more than possible that certain areas will be out of action meaning that we won't be able to hire out to its full capacity.

There being no further questions Le Connétable asked for a proposer and seconder.

Proposed by: Ian Touzel

Seconded by: Gary Grimshaw

Unanimously approved by the Assembly

8. Le Connétable advised that since 2021 the RPI has increased by 26.3%, during this time the Parish Rate has only increased by 12.9%, he then asked the Assembly to approve an increase in the Parish rate from 1.11p per quarter to 1.19p per quarter to satisfy the requirements of the agreed estimates and for the said rate to be levied.

Proposed by: Philip Rondel

Seconded by: Stephen Hewlett

Unanimously approved by the Assembly

9. The Connétable thanked the Constables Accounts Committee for the work they had done with this year's accounts. This Committee was made up of representatives from the Roads, Rates, Church and Honorary Police along with three independents. The Assembly agreed that the same Committee could go forward for next year. The three independents, Philip Rondel, Richard Dupre and Ian Touzel agreed that they were willing to stand again. Le Connétable then asked if there were any other Parishioners who would like to put their names forward for this role.

Philip Rondel proposed Gregor Allen and Ian Touzel seconded

Rev. Beverly Sproats proposed Martin Fricker and Julian Guegan seconded

The full Committee was re-elected, as follows:

Proposed by: Stephen Hewlett

Seconded by: Kevin Armstrong

Unanimously approved by the Assembly

10. Le Connétable thanked Don Connolly from Alex Picot for the work he has done for the Parish so far this year. He asked for a proposer for the next financial year to continue with Alex Picot.

Proposed by: Richard Dupre

Seconded by: Michael White

Unanimously approved by the Assembly

11. Le Connétable thanked Christopher Rudd for completing his first term of office as a Constables Officer. Chris is a well respected member of the team who also acts as our Parish Flag Bearer, is responsible for us having the correct flying and is the Honorary Police Training and Equipment Officer.

Chris was proposed by Jane Luce and seconded Philip Rondel.

In thanking Chris for putting his name forward for another term Le Connétable warned him to appear at the Royal court on Friday 26<sup>th</sup> July at 10am to be sworn in.

12. The Comite Rurale de la Commue reviews and comments on all Planning Applications in the Parish along with contributions to the Island Plan. Ian Touzel is Chariman of this Committee and Le Connétable thanked him for all the hard work that is put in. Ian Touzel nominated both Andrew Morris and Philip Rondel to re-stand, both their three year terms of office having expired. This was seconded by Chris Rudd. Both were duly elected.

Le Connétable ended the meeting by thanking everyone who works hard for the Parish whether this is by volunteering, attending meetings or being part of the Municipality.

He advised that the next Assembly would be held on Wednesday 31<sup>st</sup> July.

There being no further business the meeting closed at 7.45pm

Le Connétable.....