



## PARISH OF ST SAVIOUR

### Minutes of a Parish Assembly

**Held on Thursday 26 January 2023 at 6.30pm**

<b>PRESENT:</b>	Kevin Charles Lewis - Connétable Richard Le Quesne - Procureur du Bien Public Martin Roberts – Procureur du Bien Public
<b>IN ATTENDANCE:</b>	Marco Vieira – Executive Officer Paula Jespersen – minute taker Richard Blandin – Works Manager Barry Le Beuvant – BDK Architects
<b>APOLOGIES RECEIVED:</b>	Rev Martin Evans – Rector, Roads Committee Member Geoff Morris, Roads Inspector Cara Miller, Deputy Louise Doublet, Roads Inspector Katrina Wyatt
	Connétable Lewis presided over the Assembly, which numbered twenty-two people.
<b>CONVENING NOTICE:</b>	<p>The Executive Officer read the Convening Notice as follows:</p> <p>An Assembly of Principals and Electors of the Parish of St. Saviour will be held at St Saviour's Parish Hall on Thursday 26 January 2023 at 6:30pm for the following business:-</p> <ol style="list-style-type: none"><li>1. To approve and adopt the minutes of the Parish Assembly held on 3 January 2023</li><li>2. To propose and approve a sum, up to £120,000.00, to upgrade offices and other amenities at the Parish Works Depot, La Rue des Pres; from funds held in the Buildings Reserves</li></ol> <p>Copies of the draft minutes of the Assembly held on 3 January 2023 together with the proposed plans are available on the Parish Website or to collect from the Parish Hall during regular office hours.</p> <div><div>Parish Hall St. Saviour 20 January 2023</div><div>..... Kevin C Lewis Connétable of St Saviour</div></div> <p>I hereby certify that the above notice has appeared in the Official Church Notice Box of the Parish of St Saviour during the period of 20 January 2023 to the morning of Thursday 26 January 2023 inclusive and in conformity with the Law and Custom.</p> <div><div>Parish Church St. Saviour 26 January 2023</div><div>..... Doreen Le Roy Church Warden of St Saviour</div></div>

<b>ITEM 1:</b>	The minutes of the previous Parish Assembly held on 3 January 2023 were proposed by Deputy Malcolm Ferey, seconded by Mike Byrne and unanimously agreed by the Assembly.
<b>ITEM 2:</b>	<p>To propose and approve a sum, up to £120,000 to upgrade offices and other amenities at the Parish Works Depot, La Rue des Pres, from funds in the Buildings Reserve.</p> <p>Barry Le Beuvant from BDK Architects was introduced by Connétable Lewis and asked him to give an outline of the proposed plans.</p> <p>Barry Le Beuvant explained that the building is currently in a state of disrepair, with rotting window frames, a lack of insulation and inadequate facilities to serve the users. The building consists of a small office, one toilet, small canteen that only caters for four members of staff and two underused storage rooms.</p> <p>Barry Le Beuvant explained that there had been a 50% increase in building materials in the construction industry .</p> <p>He went on further to say that considering the Discrimination Disability Jersey Regulations 2018 law that it was the responsibility of the employer to provide a reasonable working environment for their employees. As such the intention is to carry out internal renovations to better utilize the building, bring it up to the current standards and align it with the requirements of the recently introduced Law.</p> <p>Proposed upgrades include the removal of certain walls to create a larger office for two people, a shower facility for the workforce, installation of an additional toilet, expansion of the staff room to accommodate at least eight people, insulation of walls and roof, installation of new double glazed windows and doors, flooring covered with heavy duty vinyl with coved skirtings to allow for mopping the floors without rotting the skirting boards and reduce future decoration works, replacement of outdated electrical systems and fuse board, installation of an alarm system which is overdue but was put on hold until the proposed works are undertaken and the replacement of the roof covering with a polymeric single-ply membrane with a lifespan of over 40 years which is four times longer than bitumen.</p> <p>Three quotes had been obtained for the works which range from the sum of £120,000 to £132,000. It was agreed to go with the quote from FAVA being the lower quote of £120,000.</p> <p>Question: a breakdown of the works was requested  Answer: Barry Le Beuvant went through the costings in detail</p> <p>Question: is the sum of £3,000 an adequate sum for the contingency plan  Answer: Barry Le Beuvant doesn't think the job will go over the expected 10 week period and the £3,000 for contingency should be sufficient</p> <p>Question: Parishioners living in close proximity to the depot raised concerns about the stench emanating from the drains especially in the summer months.</p>

	<p>Answer: Connétable Lewis assured the Parishioners that he would bring this to the attention of the Works Manager.</p> <p>Question: had an increase in inflation been taken into account  Answer: It was hoped that within the 10 week period we would not see an increase</p> <p>The proposition as above was proposed by the Chef de Police Steven Laffoley-Edwards and seconded by Roads Inspector Steven Wyatt. There were 17 votes in favour and none against.</p>
<b>CLOSING:</b>	<p>Connétable Lewis thanked everyone for their attendance and closed the meeting at 6.42 pm.</p>
	<p>.....</p> <p>Kevin C Lewis - Connétable  President of the Assembly</p>