



MINUTES

Monday 14 July 2025 06.30 p.m.  
Parish Hall

Present:	Kevin Lewis – Connétable (Chairperson) Richard Le Quesne – Procureur du Bien Public Martin Roberts – Procureur du Bien Public Rev. Martin Evans – Rector of St Saviour Marco Vieira – Executive Officer
In Attendance:	Don Connolly – Alex Picot Auditors Paula Jespersen – Executive Assistant & minute taker
Apologies Received:	Roads Inspectors Duncan Maguire and Barry de la Mare and Deputy Kovacs
	Connétable Lewis presided over the Assembly which numbered 33 people.
Convening Notice:	<p>AN ASSEMBLY of the Principals and Electors of the Parish of St. Saviour will be held at the Parish Hall on Monday 14 July 2025 at 6:30 pm for the following business:-</p> <ol style="list-style-type: none"><li>1. To receive and, if deemed advisable, approve the minutes from the previous Parish Assembly held on 27 May 2025.</li><li>2. To receive and, if approved, adopt the Audited Annual Accounts for the financial year ended 30 April 2025.</li><li>3. In accordance with the terms of Article 21(2) of the Rates (Jersey) Law 2005, receive and, if approved, adopt the Estimates for the financial year ending 30 April 2026.</li><li>4. In accordance with the terms of Article 21(3) of the Rates (Jersey) Law 2005, approve a Parish Rate for the Financial year ending 30 April 2026.</li><li>5. To elect an Accounts Committee to examine the Audited Annual Accounts for the financial year ending 30 April 2026 and Estimates for the financial year ending 30 April 2027.</li><li>6. To appoint “Alex Picot, Chartered Accountants” as auditors of the Annual Accounts for the financial year ending 30 April 2026.</li></ol> <div><div>Parish Hall St Saviour 30 June 2025</div><div>..... Kevin C Lewis Connétable</div></div> <p>I hereby certify that the above notice was affixed in the official Notice Box (boîte grillée), posted online and the Gazette, during the period from 30 June 2025 to the morning of 14 July 2025, inclusive and in conformity with the Law and Custom.</p> <div><div>Parish Church St. Saviour 14 July 2025</div><div>..... Reverend Martin Evans Rector of St Saviour</div></div>

<b>1. Minutes:</b>	The minutes of the last meeting held on 27 May 2025 were adopted and signed following a proposition by Deputy Ozouf and seconded by Procureur Le Quesne.
<b>Adjournment:</b>	The meeting was temporarily adjourned following a public incident and reconvened at 7.09 p.m.
<b>2. To receive and, if approved, adopt the Audited Accounts for the financial year ended 30th April 2024:</b>	<p>The Connétable gave a brief outline of the past year, noting that while it had been challenging, the Parish remained focused on delivering essential services amidst rising costs. He reported that the Parish's finances remained strong, due to prudent management and the commitment of the team. He went on to highlight several key achievements and concluded by thanking the Municipality members, Committees, and staff for their hard work. He also acknowledged Stuart Mottershaw, who is retiring from the Accounts Committee after many years of dedicated service to the Parish, and thanked him for his contribution.</p> <p>The Connétable then invited the Executive Officer to present an overview of this year's financial results.</p> <p>The Executive Officer addressed the Assembly provided a summary of Income and Expenditure, followed by a review of the balances of the accounts. He confirmed that the Parish's finances remain strong, with funds now exceeding £3 million. This solid position is the result of a strong surplus, continued efforts to maximise returns from bank interest, and effective cost control, despite key capital purchases made during the year.</p> <p>The Connétable then invited Don Connolly from Alex Picot for his comments on how the audit was produced.</p> <p>Don Connolly addressed the Assembly, confirming that the annual accounts had been meticulously prepared in accordance with established accounting policies and audited practices. He emphasised that these practices are rigorously followed to ensure full compliance with the Rates Law. He assured the Assembly that the accounts present a true and fair view of the Parish's financial position and operations. He also noted that, each year, further improvements are made to the accounts to enhance clarity and make them more accessible and understandable for parishioners.</p> <p>The Connétable opened the floor to questions.</p> <p>Question: Graeme Witts noted that for many years he had raised questions regarding the MCO Fund. He expressed his satisfaction that the Parish has now begun to make use of these funds.</p> <p>Connétable Lewis confirmed that the Parish had purchased a small dwelling using funds from the MCO Fund, which is now occupied by a local St Saviour family. He also referred to the proposed Parish park project as a further use of the fund, encouraging attendees to "watch this space for further information".</p> <p>There were no further questions.</p> <p>On a proposition by Stuart Mottershaw seconded by Deputy Ferey the accounts of the financial year ended 30 April 2025 were approved with <u>23</u> votes in favour and none against.</p>

<p><b>3. In accordance with the terms of Article 21(2) of the Rates (Jersey) Law 2005, receive and, if approved adopt the Estimates for the financial year ending 30 April 2025:</b></p>	<p>Connétable Lewis addressed the Assembly to provide a brief explanation for this years, Annual Estimates ending 30 April 2026.</p> <p>Reflecting on the past year, resilience and financial prudence have been crucial in managing the Parish's services, particularly as we continue to face significant challenges arising from the ongoing cost-of-living crisis. This has impacted not only our parishioners but also the cost of running our services effectively.</p> <p>Our estimates for the financial year ending 30 April 2026 focus on continued investment in key infrastructure areas, including roads, property, and IT, as well as strengthening staff capacity to manage service disruptions. We remain committed to supporting our community and ensuring that we can respond flexibly and effectively to the needs of our parishioners.</p> <p>Despite these challenges, we are determined to set a financially responsible Parish Rate that complies with statutory requirements while delivering value for money.</p> <p>The Connétable then went on to outline key projects planned for the coming year. He provided an overview of upcoming initiatives aimed at improving infrastructure, enhancing community spaces and continuing to invest in services that benefit Parishioners.</p> <p>The Connétable then invited the Executive Officer to provide a brief explanation of this year's estimates, ending 30 April 2026.</p> <p>The Executive Officer referred to Schedule 1 and gave an overview of the budget, which continues to invest in infrastructure (roads, property, IT), community services, and operational resilience. He noted the importance of maintaining sufficient working capital, with a minimum reserve to cover over 12 weeks of operating costs, especially during periods with no rates income (May to July).</p> <p>Income Projections: Total projected income is £3,295,923, an increase of 2% (£62,793) on last year's £3,233,130. This is primarily driven by a proposed Parish Rate rise of 0.04 pence, which accounts for 86% of income, along with increased rateable quarters from new developments. Other income sources include rents, bank interest, road-related income, church receipts, dog licences and surcharges.</p> <p>Expenditure Overview: Total projected expenditure is £3,283,120, up 9% from £3,003,228 last year.</p> <ul style="list-style-type: none"> <li>• Salaries &amp; Contributions: 46% of the budget, reflecting staffing costs, pay reviews, and business resilience measures - a resilience of 3.4% or over £50,000</li> <li>• Infrastructure (roads, property, IT): Over 25% of expenditure.</li> <li>• Community and Charitable Support: 3% of the budget.</li> <li>• Special Votes/Property Reserve: £50,000 or 2% set aside for unforeseen costs.</li> <li>• Other expenditure: Up to 24% of the total budget.</li> </ul> <p>With an estimated surplus of £12,803 forecast resulting in an increase in the</p>
--	--

Parish Rate equivalent to inflation (2.6%), combined with additional rateable quarters, is expected to generate an additional £92,235 compared to the previous year, bringing the rates income only to £2,828,923.

Connétable Lewis thanked the Executive Officer for presenting the estimates and then opened the floor for questions.

Question: Deputy Doublet asked for clarification under the Charitable and Community Support expenditure, specifically regarding the amounts allocated to Grands Vaux Youth Project and Brighter Futures.

Response: The Executive Officer confirmed that the Connétable and Procureurs had agreed to support Grands Vaux Youth Project with £26,500, the same amount as last year, which contributes to the cost of a Youth Worker. He added that St Saviour Battle of Flowers would receive £6,000 to assist with rental costs, and Brighter Futures would receive £2,500.

Question: Deputy Doublet asked whether these charities would receive an RPI increase, noting that the total allocation of £100,000 appeared reasonable. She also asked whether Grands Vaux Youth Project were satisfied with the amount they received.

Response: Connétable Lewis confirmed that Grands Vaux Youth Project were incredibly pleased with the support provided. In response to a further question from Deputy Doublet about Brighter Futures, the Connétable stated they had not requested additional funding and were happy with the amount received.

Comment: The Chef de Police referred to the estimates allocated to the Honorary Police and noted that many of the associated costs are unavoidable, such as insurance, which is a statutory requirement. He also highlighted the cost of training, which amounts to approximately £400 per officer per year. He further clarified that the Honorarium figure listed in the estimates is not solely for the Honorary Police Officers but also includes the Rates Officers.

Question: Colin Ireson referred to Charitable Donations and asked whether a breakdown was available for the current year's estimates.

Response: The Executive Officer explained that no breakdown was provided, as payments are not guaranteed. He advised that the procedure for issuing payments has changed, charities and organisations are now required to apply for a grant.

Question: Colin Ireson asked whether the charities had been informed of this requirement.

Response: Yes, all relevant organisations had been advised.

Question: Colin Ireson asked whether Grands Vaux Youth Project had responded to express their appreciation for the funds received.

Response: Connétable Lewis confirmed that they had, and that they were most grateful.

Question: Leslie Bechelet noted that the Parish appears to be accumulating a significant balance in the Reserve account and questioned whether an increase in the Parish Rate was justifiable given the level of reserves. He asked what the Parish was doing with these funds and why the Reserves were being built up.

Response: Connétable Lewis responded that the reserves had, in fact, been depleted in recent years. He thanked the Accounts Committee and the

	<p>Executive Officer for their work in helping to reduce the rate. He explained that maintaining healthy reserves is essential for safeguarding against unforeseen events, such as potential global instability or fuel price increases that could significantly impact Parish operations.</p> <p>The Executive Officer explained that during the three-month period when the Parish does not receive income, it is still required to cover ongoing operational costs such as staff wages, fuel and day-to-day expenses. Since 2017, there has been a strategy of allowing the General Account to deplete, which has resulted in a lower cash position. This in turn increases pressure on the rate. Although the rate has been reduced by 32p, it is now critical to focus on replenishing the General Reserve.</p> <p>Procureur Le Quesne: added that maintaining sufficient reserves is essential for managing cash flow, which is why a buffer of approximately twelve weeks of operating costs is advised.</p> <p>The Connétable confirmed that every effort is being made to keep costs down for the parishioners of St Saviour, while also ensuring the Parish has sufficient reserves to meet its financial obligations.</p> <p>There being no further questions.</p> <p>On a proposition by Stephen Wyatt, seconded by Deputy Ferey, the Estimates for the financial year ending 30 April 2026 were approved with 24 votes in favour and 1 vote against.</p>
<p><b>4. In accordance with the terms of Article 21(3) of the Rates (Jersey) Law 2005, approve a Parish Rate for the Financial year ending 30 April 2025:</b></p>	<p>The Connétable informed the Assembly that it was thought necessary to increase the rate for this year to 1.59 pence and this proposal had been supported by the Accounts Committee the Connétable asked if there are any amendments to the proposition.</p> <p>There being no amendments.</p> <p>On a proposition by Deputy Ferey seconded by Stephen Wyatt the rate was set at 1.59 pence with 24 votes in favour and 1 vote against.</p> <p>The Connétable thanked the Accounts Committee for their help and guidance with this year's accounts and estimates.</p>
<p><b>5. To elect an Accounts Committee to examine the Audited Annual Accounts for the financial year ending 30 April 2025 and Estimates for the financial year ending 2026</b></p>	<p>In previous years, it has been the practice of the Parish Assembly to elect the Accounts Committee "en bloc." The Committee traditionally comprises of the Procureurs du Bien Public, the Rector, the Chef de Police, the Churchwardens, the Chairperson of the Rates Assessment Committee, a member of the Roads Committee, the Senior Deputy and three elected parishioners, namely, Stuart Mottershaw, Aynslie Le Brun, and Geoff Morris.</p> <p>As Mr Stuart Mottershaw, one of the elected parishioners, is sadly retiring, this creates a vacancy on the Accounts Committee. The assembly were asked if anyone wished to stand for this role.</p> <p>Deputy Ferey proposed the nomination of Neil McDonald for the role, briefly outlining Mr McDonald's financial background and the skills he would bring. The Connétable then asked if there were any further nominations. There being</p>

	<p>no further nominations on a proposition by Deputy Ferey seconded by Lynda Townsend, Neil McDonald with a majority vote was elected to the role of “elected Parishioner.”</p> <p>There then followed a proposition to appoint the Accounts Committee “en bloc” on a proposition by Deputy Ozouf seconded by Stephen Wyatt, it was agreed to appoint the Members of the Accounts Committee for a further year.</p> <p>The Connétable thanked the Committee and appreciated their support and commitment.</p>
<p><b>6. to appoint Alex Picot, Chartered Accountants as auditors of the Annual Accounts for the financial year ending 30 April 2025</b></p>	<p>On a proposition by Suzie Webb, seconded by Stuart Mottershaw, it was agreed to retain the services of Alex Picot and Co for a further year.</p>
<p><b>Closing:</b></p>	<p>There being no further comments or questions, the Connétable thanked everyone for their attendance and declared the meeting closed 7.53 p.m.</p> <div style="text-align: right;"> <p>.....</p> <p><b>Kevin C Lewis (KL) Connétable</b>  <b>President of the Assembly of Electors</b></p> </div>