

Paroisse de Saint Sauveur
Minutes of the Douzaine Meeting held in the Lihou Room at the Community Centre at
7.00pm on Monday 25th March 2019

Present	Messrs K Ball (KB), J Brache (JB), Mrs C Connolly (CC), Messrs M de Garis (MdG), R de Garis (RdG), Mrs K Fooks (KF), Messrs S Gibbs (SG), J Gillson (JG), P Harris (PH), J Liddy (JL), J Norman(JN), P Connolly (PC) and N Le Poidevin (NLP) (Senior Constable – presiding). Mr G Chapman (GC), Parish Secretary was present to record the minutes.	
Apologies	Mr D Bertrand (DB)	
Billet D’Etat	Deputy E Yerby had been due to attend the meeting but was unable to do so because of illness.	
Minutes of meeting held on 25 th February 2019	The minutes were agreed without amendment and signed by NLP.	
Matters Arising	St Saviour’s Community Centre Buildings (SSCC) – Property Survey. NLP reminded the Douzaine that the January meeting had agreed that the parish owned buildings that comprise SSCC should be subject of a professional survey and condition report at a cost of £2.9k, to be paid for from the 2019 Parish rates or from the funds realised from the sale of the former Douzaine Room at La Grande Rue. The February meeting subsequently asked the Property Committee to revisit this decision and if they were of the opinion that there is need for a survey/condition report, how it should be paid for. The Property Committee met on 5 th March 2019, and the minutes of this meeting had been circulated to members of the Douzaine. The Committee was unanimous in recommending that the Douzaine should commission the survey/condition report and that it should be paid for from the sale proceeds (of the former Douzaine Room). The Douzaine accepted the recommendation from the Property Committee. NLP confirmed that the Constables will appoint the surveyor to carry out the necessary work.	NLP/PC
Planning Applications	The Constables were asked to obtain copies of 2 planning applications.	NLP/PC
Church Property Management Board (CPMB)	Douzaine Representatives. NLP reminded the Douzaine that the CPMB was constituted for the first time at the Parish Meeting held in February 2018. At that time RdG and KF were the nominated Douzaine representatives and both are prepared to continue for a further 12 months. MdG proposed (JB seconded) that RdG should be confirmed in post for a further 12 months, with PH proposing (seconded by CC) that KF should be similarly confirmed. Both nominations were unanimously confirmed.	
2019 Ecclesiastical Remede.	Ecclesiastical Remede. Representatives from the CPMB, Mr R Arundale (RA), Mrs A Jeffreys (AJ) and Reverend M Charmley (MC) attended at 7.25pm to present the Ecclesiastical Remede. RA outlined details of a meeting that the CPMB had held with the	

	<p>Douzaine Finance Committee to discuss the Ecclesiastical Remede. Douzeniers had previously received minutes of this meeting.</p> <p>RA confirmed that the CPMB is conscious of the desire to keep the income from parish rates below £250k, and understands that the demands on ratepayers for repairs to the Church (CPMB responsibility) and Rectory (Constables responsibility) will be significant for the next several years. He outlined proposals for both ordinary and extraordinary expenses to the Church and pointed out that items deferred for 2019 would have to be addressed during the period 2020 – 2024. Estimates for each of these years indicate that total annual costs will be in the region of £50k each year.</p> <p>SG asked if it was the intention of the CPMB to highlight these projected costs at the April Parish Meeting.</p> <p>RA confirmed that this was indeed his intention, - indicating that repointing the Church Tower to prevent water seeping through the walls of the Church will be an expensive project and assured the Douzaine that, wherever possible, costs will be kept to a minimum.</p> <p>SG said that it will be impossible to continue keeping costs as low as for 2019 (and previous years) because Douzaine costs, like everywhere else, are rising. He suggested that the £250k ceiling referred to (for accounting purposes) in the Parochial Administration Ordinance 2013 should be raised, a suggestion supported by the CPMB.</p> <p>GC confirmed that Mr M Fooks (MF) (Chair of the Douzaine Council) had called at the office recently and that this matter had been discussed, with MF agreeing to discuss it at the next meeting of the Council with a view of seeking a change to this part of the law. KF agreed to raise the matter at the next Douzaine Council meeting.</p> <p>RA said that one repair that he has already commissioned was the re-instatement of leaning headstones (which were considered to be a safety concern).</p> <p>JN asked why the CPMB were attending to this as he understood that the individual plots in the cemetery were the responsibility of the various families.</p> <p>RA agreed that this is usually the case but the headstones in question are very old and the CPMB have been unable to establish any living family members, consequently the cost for this safety work is falling on the parish.</p> <p>RA highlighted another repair concerning the clock, - mercury switches are being replaced with digital technology as a matter of urgency in order to avoid potentially high costs involved should the mercury switches fail.</p> <p>JN agreed that this is a prudent action because clearing any spillage of mercury would be an expensive exercise.</p> <p>MC commented that the repairs to the Church have been allocated to each of the years 2020 – 2024 in such a way that the costs will be similar each year, thus avoiding a particularly high ‘one off’ call on the parish rates.</p> <p>JN asked what position the CPMB would adopt if a particular item came in under budget.</p> <p>RA confirmed that if possible, other work would be done using the available funds, or if this was not possible the cost of the following year’s work would be reduced by the amount of the savings.</p> <p>JL commented that the budgeting process for the years 2020- 2024 seemed to have been calculated well.</p> <p>RA agreed, adding that the forecast had been prepared in conjunction with estimates from CCD Architects, and that if work in 2019 is less than</p>	<p>KF</p>
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	<p>originally proposed, as certain costs have moved into future years then CCD fees, which are usually commensurate with the work involved could reduce, particularly in 2019.</p> <p>The Douzaine agreed that it would support the Ecclesiastical Remede at the Parish meeting.</p> <p>CPMB representatives left the meeting at 7.55pm</p>	
Asian Hornets	<p>At 7.55pm Mr F Russell (FR) attended the meeting to outline the measures being take to control the spread of Asian Hornets within the Bailiwick of Guernsey.</p> <p>The information provided by FR was very informative with the Douzaine expressing hope that the measures being taken would prove successful. NLP thanked FR for attending the meeting and he left at 8.25pm.</p>	
2019 Secular Remede.	<p>NLP reminded the Douzaine that the Secular and Refuse Remedés had been approved by the February meeting.</p> <p>However, the February meeting had been under the impression that the CPMB would be asking for a sum similar to that of 2018. Since this has proved not to be the case, the Finance Committee has met (minutes of this meeting had been circulated to Douzeniers) and revised 2 items within the previously agreed Secular Remede, - that is to remove the cost of the SSCC property survey/report (£2.9k) and not to transfer any funds into reserve for 2019 (£5k).</p> <p>NLP highlighted the costs for the Rectory/Church Hall amounted to one third of the Secular Remede, and in the same way as the CPMB has indicated that they would advise Parishioners of costs for (maintaining the Church) in future years it is the intention that the Constables will similarly advise parishioners about the costs involved in maintaining the Rectory and Church Hall.</p> <p>The Douzaine agreed that the Constables should take this approach and approved the changes to the Remede.</p> <p>NLP then highlighted that the total amount to be raised would be £245,849 - Ecclesiastical Remede (£37,739), Secular Remede (£90,110) and Refuse Remede (£118,000)</p>	
Constables' Accounts - 2018	<p>NLP reminded the Douzaine that copies of the independent assurance report on the unaudited financial statements for 2018 had been circulated prior to the meeting. The Accountant (and Constables) have signed off the accounts and NLP asked if there were any questions.</p> <p>SG said that the accounts showed a satisfactory financial position but, it looks inevitable that, in future years the costs associated with the Church and Rectory are going to mean that there will be a need to increase the amounts levied.</p> <p>JB asked how much is currently in the Reserve Fund and NLP confirmed that it was circa £115k.</p> <p>The Douzaine unanimously approved the accounts for presentation to the Parish Meeting on 29th April 2019.</p>	
Douzaine Council	<p>KF highlighted some of the matters discussed at the meeting held on 4th March 2019 (copy of the meeting minutes are attached to these Douzaine minutes).</p> <p>Ecclesiastical Matters.</p> <p>There is increasing concern about the ongoing (and increasing) costs to ratepayers for the provision and maintenance of a Rectory and maintenance of the parish Churches. There appears to be growing support for parishes to be allowed to have more control over the (parish owned) rectories, with views expressed suggesting that parishioners should be allowed to sell a rectory (to provide more cost effective</p>	

	<p>accommodation for the clergy) without the need to obtain the Rector's permission. A sub-committee has been formed to take this matter forward.</p> <p>Dog Fouling. This appears to be a matter that is concerning more and more islanders and a sub-committee has been formed to address the matter.</p> <p>Parochial Notices in La Gazette. The increasing costs of these publications (that are required by law) is of concern to all parishes. This is a matter that the Council will continue to address.</p>	
Island Constables' Meeting	<p>NLP reported on the Island Constables' Meeting held on 11th March 2019, commenting that it was one of the most beneficial meetings he had attended.</p> <p>He outlined the items discussed, some of which were discussed at the Douzaine council meeting reported on previously by KF.</p> <p>Minutes of the meeting are attached to these Douzaine minutes.</p>	
Correspondence	<p>World 'No tobacco Day' NLP said that he has received an email asking if the parish would be prepared to organise people interested in collecting cigarette butts (from public places) on 'No tobacco Day' which is 31st May 2019. The Island wide co-ordinator hopes to have all parishes involved.</p> <p>It was pointed out that St Saviour does not have a 'centre' where there is a collection of shops or similar so to arrange a focal point for such an initiative would be difficult.</p> <p>There was no support for the initiative and NLP will reply accordingly.</p>	NLP/PC
Any Other Business	<p>Waste Recycling Facility. PC reported that he had recently taken up an invitation to view the new waste recycling facility and that he is impressed with the whole set up. He learned that the total tonnages of waste has reduced significantly since the new strategy has been implemented and that over 40% of the household waste generated is actually food waste.</p> <p>Slipway Steps at Perelle. PH reported that the steps have been repaired.</p>	
	There being no further business the meeting closed at 9.15pm	
	The next meeting is to be held at the Douzaine Room, immediately after the conclusion of the Parish Meeting, on Monday 29 th April 2019.	