

Paroisse de Saint Sauveur
Minutes of the Douzaine Meeting held in Douzaine Room at the Community Centre
at 7.00pm on Monday 22nd June 2020

Present	<p>Messrs D Bertrand (DB), J Brache (JB), Mrs C Connolly (CC), Mr R de Garis (RdG), Mrs K Fooks (KF), Messrs S Gibbs (SG), J Gillson (JG), P Harris (PH), J Liddy (JL), R Murray (RM), J Norman (JN), P Connolly (PC) and N Le Poidevin (NLP) (Constable – presiding).</p> <p>Mr G Chapman (GC), Parish Secretary was present to record the minutes.</p>	
Apologies	Mr K Ball (KB)	
St Saviour's Community Centre LBG (SSCC)	<p>Replacement Roof(s) at SSCC.</p> <p>DB asked that everyone should concentrate their minds on the need for replacement roof covering(s) and expressed the wish that the Douzaine would make some firm decisions before the conclusion of the meeting. SG said that he feared that once the roof was properly opened up additional repairs would prove to be necessary and additional costs incurred. He asked that the Douzaine should be aware of this possibility. KF suggested that the Trustees should be working together with the Directors to maintain the buildings that currently comprise SSCC. KF went on to say that her understanding of the current position is that the Trustees are looking to proceed with 'phase 3 development' at considerable cost but this is something that the Directors are firmly opposed to.</p> <p>JN said that whilst not wishing to become involved in the running of SSCC the Douzaine should be made aware of what is going on. NLP commented that in his view there are 3 matters to consider; -</p> <ol style="list-style-type: none"> 1. Replacement roof 2. Communication between Douzaine/Trustees/Directors 3. Plans for future maintenance of the buildings <p>KF agreed with NLP but added that there needs to be a clear understanding of the financial position of the LBG with projected income and expenditure.</p> <p>RdG said that when the concept of a community centre was first raised it was made quite clear that there would be no demands placed on the rates in order for the centre to survive financially and it is important that this is remembered.</p> <p>SG reminded the meeting that a property condition report is available and this should be used annually by the LBG Directors to consider what building maintenance is required and how it will be financed.</p> <p>RM pointed out that the report (prepared in June 2019) did not indicate that the flat roof required immediate attention. The report suggested that there would be 5 – 10 years 'life' left in it, and hoped that the LBG would have been able to provide the funding when it came to replace the flat roof.</p> <p>NLP agreed with the point made by RM, but pointed out that during the autumn and winter of 2019/20 there was persistent and heavy rainfall and that in November 2019 the Centre Manager reported to the Constables that there were problems with water ingress through the roof. There have been temporary repairs, but NLP suggested that it is essential to ensure that this is not the case again, when there is a further period of heavy rain. He said that it is his view the flat roof needs to be replaced, that the work should be 'booked in' for completion before the</p>	

	<p>winter and that it is necessary to make use of a protective canopy to prevent water damage to the building if heavy rainfall is experienced whilst the work is being undertaken.</p> <p>This will ensure that everything possible will have been done to protect the continuity of the day to day business of the leaseholder who carries out a business in the building where the roof is to be replaced.</p> <p>NLP added that the use of a building company to supervise the work should ensure that if timbers need to be replaced the company will provide the necessary trades people to carry out any necessary work.</p> <p>JN said that it appeared to him that everyone was in agreement that the work needed to be done and because the Trustees and LBG do not have the funds, the only way to pay for the work is to use the balance that is available for refurbishment of the Centre. He expressed disappointment that the Trustees had not embarked on the fundraising efforts they had promised in recent years, and also that the LBG had not built up a reserve fund for such work.</p> <p>KF asked if the LBG/Trustees should be asked to repay the funds used to replace the roof.</p> <p>JB said that the money was earmarked for refurbishment, there were no conditions attached, and a replacement roof is refurbishment. There can be no argument that the funds can be used for this purpose.</p> <p>RM said that his understanding of the structure of SSCC is that the Douzaine appoints the Trustees who ensure good governance and that the Trustees fundraise to ensure adequate funds are available. The Trustees appoint the Directors of the LBG and the Directors are responsible for operational matters. RM said that all involved needed to communicate to ensure that all parties are aware of important matters and this appears to have not been the case. It is important, going forward, that communication is improved.</p> <p>It was agreed that other agenda items should be discussed and this item discussed further at the end of the meeting.</p>	
Minutes of Meeting held on 1 st June 2020	The minutes were agreed without alteration and signed by the Constable.	
Matters Arising	<p>Household Waste. NLP reported that the matter raised at the last meeting had (hopefully) been resolved. The property owner had been written to and remedial work undertaken.</p> <p>Perelle Bay. The Bay had been closed to the public because of pollution fears, but following water sample tests (by Guernsey Water and Environmental Health) had been re-opened.</p>	
Planning Department	<p>No planning applications (other than those already obtained) were requested.</p> <p>Future Access to Planning Applications. NLP advised that the Planning Department were now asking those who wished to review planning applications to do so online.</p>	
Parish Rates	NLP advised that over 1750 accounts had been sent out and as of 18 th June there were about 500 yet to be paid. The accounts were not due for payment until 30 th June and the Constables hope that most will be paid by then.	
Correspondence	<p><u>Dog Tax.</u> The Constables have been approached by an IT company asking them to contribute a share of £750 development costs together with an</p>	

	<p>ngoing monthly fee (share) of £300 towards a new computerised dog licence recording system. Until the end of 2019 a paper-based system was used together with an excel spreadsheet. A computerised system was installed for 2020 at a cost of £75, but this has proved to be unsatisfactory. Replacement paper licences can be obtained at a cost of about £250 and these will last about 4 years (less than £70 annually). There is usually about £2,300 nett revenue from dog licences. The Constables are inclined to continue with paper-based licences since that will be the most cost-effective solution and the Douzaine confirmed that they should do so.</p> <p>General Election. NLP advised that potential dates for a general election are 29th/30th September and 6th/7th October. <u>Polling Station Officer.</u> PH agreed to be reserve for Polling Station Officer in the event that RdG was unavailable. <u>Manual Counting of Votes.</u> NLP asked if anyone was able to assist with a 'mock' manual counting of votes on 23rd or 24th July. KF indicated that she would be available for this role.</p> <p>Camp de L'Eglise. NLP reported that he has been asked by a resident of Camp de L'Eglise who is asking permission from the Douzaine to make a new access driveway to his property which will require passage over parish land that borders the highway. This is how other residents in the road access their properties and NLP can see no reason to refuse the request. The Douzaine approved the request and the Constables will formally confirm no objection so that the necessary planning application can be made.</p>	<p>NLP/PC</p> <p>NLP/PC</p> <p>NLP/PC</p> <p>NLP/PC</p>
<p>Any Other Business</p>	<p>Publications in La Gazette – Parish Meetings GC advised that some parishes had enquired about keeping the number of publications in La Gazette at 1 (as per the requirements of the emergency Covid Regulations) instead of the previously required 2. The Douzaine confirmed that they would support such a request. <i>It was subsequently advised by the Principal Officer of the Douzaine Liaison Group that only one publication is actually required.</i></p> <p>Floral Guernsey. PH advised that St Saviour has entered 6 classes in the Floral Guernsey competition for 2020.</p> <p>Route de La Flaguee - plastic debris in roadway. DB reported that there are lots of pieces of plastic littering the roadway and hedges. KF said that she has spoken with a nearby farmer and that he has accepted responsibility for the litter and will arrange to have it collected. <i>Subsequently the Constables requested States Works to arrange for a road sweeper lorry to sweep the roadway.</i></p>	
<p>SSCC Replacement Flat Roof</p>	<p>NLP reminded the Douzaine that they needed to re-visit this subject and reach a conclusion about how to progress the matter. PH said that the Douzaine should not interfere in the management of SSCC and that the LBG should be the ones commissioning and supervising any maintenance work, - the only concern for the Douzaine is should parish funds be allocated towards the funding of any agreed work. NLP said that the matter had been discussed at length earlier and that everyone understands the position.</p>	

	<p>KF suggested that the Constables should be authorised to make funds available to cover the cost (up to £36,401.40) of the work quoted and recommended by the Directors of the LBG. Sarnia Roofing provided the quote preferred by the LBG Directors and this would involve Sarnia Roofing Ltd as the main roofing contractors (making use of a protective canopy) with the work supervised by CA Duquemin. Should any timbers be found to need replacement, the LBG must consult the Constables before the LBG agree any additional work should be carried out. The Douzaine agreed with the views expressed by PH and KF and asked to Constables to advise the LBG and Trustees accordingly.</p>	<p>NLP/PC</p>
	<p>There being no further business the meeting closed at 9.25pm.</p>	
	<p>The next meeting is to be held at the Community Centre, at 7.00pm on Monday 27th June 2020.</p>	