

PARISH OF ST SAVIOURS

CONSTABLES' ACCOUNT

**UNAUDITED FINANCIAL
STATEMENTS**

31 DECEMBER 2020

PARISH INFORMATION

Constables Office

St Saviour's Community Centre, Le Neuf Chemin, St Saviour GY7 9FG

Constables

Neil Le Poidevin

Paul Connolly

Douzeniers

Darrel Bertrand

Jeff Brache (Vice Dean)

Corinne Connolly

Victor de Garis (Dean)

Karen Fooks

Simon Gibbs

John Gillson

Peter Harris

Bob Murray

John Norman

Patricia Kennedy and Linda Norman were also appointed as Douzeniers on 1 January 2021.

Constables Responsibility

The Constables acknowledge responsibility for:-

- a) ensuring the Douzaine keeps accounting records in accordance with the States of Guernsey Parochial Administration Ordinance, 2013.
- b) preparing financial statements in line with generally accepted accounting standards which give a true and fair view of the state of affairs of the Douzaine in compliance with the requirements of the States of Guernsey Parochial Administration Ordinance, 2013.

Audit Exemption

The Parish satisfies the condition for exemption from audit; namely that its income from ratepayers falls under £250,000. As such these financial statements have not been subject to audit.

Accounting Policies

The financial statements have been prepared in compliance with FRS102 - Section 1A – Small Entities. This is the Financial Reporting Standard applicable to small entities in the United Kingdom and the Republic of Ireland. This is the first year that the financial statements have been prepared in accordance with FRS102. Information on the impact of the transition to FRS102 is given in note 12.

**CHARTERED ACCOUNTANTS' REPORT ON THE
UNAUDITED FINANCIAL STATEMENTS OF
THE PARISH OF ST SAVIOURS CONSTABLES' ACCOUNT**

In order to assist you to fulfil your duties under The Parochial Administration Ordinance, 2013, we have prepared for your approval the financial information of the Parish of St Saviours Constables' Account for the year ended 31 December 2020 which comprises the Income and Expenditure Account, the Statement of Changes in Reserves, the Balance Sheet and the notes on pages 6 to 12 from the accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales ("ICAEW"), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>

This report is made solely to you, in accordance with the terms of our engagement letter dated 28 October 2019. Our work has been undertaken solely to prepare for your approval the financial information of the Parish of St Saviours Constables' Account and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical Release TECH08/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Constables of St Saviours for our work or for this report.

You have approved the financial information for the year ended 31 December 2020 and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not been instructed to carry out an audit or a review of the financial information of the Parish of St Saviours Constables' Account. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.

BDO Limited

CHARTERED ACCOUNTANTS
Place du Pre
Rue du Pre
St Peter Port
Guernsey

23 March 2021
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INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note		2019 (As restated)
INCOME	2	237,460	259,217
EXPENDITURE			
Parish operations		167,782	195,431
Parish administration		39,598	36,851
Parish cemetery		15,121	16,920
Depreciation	9	8,088	7,191
Impairment of fixed assets	9	37,557	-
		<hr/>	<hr/>
		(268,146)	(256,393)
DEFICIT/(SURPLUS) FOR THE FINANCIAL YEAR	2	<hr/>	<hr/>
		£ (30,686)	£ 2,824
		<hr/>	<hr/>

There were no recognised gains and losses for 2020 or 2019 other than those included in the Income and Expenditure Account.

The results above derive wholly from continuing activities.

The notes on pages 6 to 12 form part of these financial statements.

**PARISH OF ST SAVIOURS
CONSTABLES' ACCOUNTS**

**STATEMENT OF CHANGES IN RESERVES
FOR THE YEAR ENDED 31 DECEMBER 2020**

FOR THE YEAR ENDED 31 DECEMBER 2019

	General Account (Note 3)	Compte D'Amelioration (Note 4)	Special Reserve Fund (Note 5)	Parish Building Reserve (Note 6)	Cemetery Fund (Note 7)	Floral St Saviour (Note 8)	Total
At 1 January 2019	161,039	8,364	115,481	258,700	9,400	2,375	555,359
Prior year adjustment	5,022	-	-	(24,232)	-	-	(19,210)
As restated (note 12)	166,061	8,364	115,481	234,468	9,400	2,375	536,149
Surplus for the year	5,570	1,998	231	(6,616)	3,425	(1,784)	2,824
At 31 December 2019	£ 171,631	£ 10,362	£ 115,712	£ 227,852	£ 12,825	£ 591	£ 538,973

FOR THE YEAR ENDED 31 DECEMBER 2020

	General Account	Compte D'Amelioration	Special Reserve Fund	Parish Building Reserve	Cemetery Fund	Floral St Saviour	Total
At 1 January 2020	171,631	10,362	115,712	227,852	12,825	591	538,973
Deficit for the year	9,250	2,142	75	(45,645)	3,004	488	(30,686)
At 31 December 2020	£ 180,881	£ 12,504	£ 115,787	£ 182,207	£ 15,829	£ 1,079	£ 508,287

Reconciliation of Parish Building Reserve

Tangible fixed assets (note 9)	127,920
Balance left to spend	54,287
Total	<u>182,207</u>

The notes on pages 6 to 12 form an integral part of these financial statements.

**PARISH OF ST SAVIOURS
CONSTABLES' ACCOUNT**

**BALANCE SHEET
31 DECEMBER 2020**

	Note	£	£	As restated 2019	
				£	£
FIXED ASSETS					
Tangible fixed assets	9		127,920		136,758
CURRENT ASSETS					
Loan to St Saviours Community Centre LBG	10	15,000		-	
Cash at bank			365,367	402,215	
			<u>380,367</u>	<u>402,215</u>	
CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR					
Accounts payable			-	-	
			<u>380,367</u>	<u>402,215</u>	
NET CURRENT ASSETS			<u>380,367</u>		<u>402,215</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>£ 508,287</u>		<u>£ 538,973</u>
REPRESENTED BY:					
General account	3		180,881		171,631
Compte D'Amelioration	4		12,504		10,362
Special reserve fund	5		115,787		115,712
Profit on sale of Parish building reserve	6		182,207		227,852
Cemetery fund	7		15,829		12,825
Floral St Saviour	8		1,079		591
			<u>£ 508,287</u>		<u>£ 538,973</u>

Approved by the Douzaine and signed on its behalf by:

NWZ

.....)
Paul J. Cragg)
)

Constables

Date... *22nd March 2021*

The notes on pages 6 to 12 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020**

1. ACCOUNTING POLICIES

In accordance with the Parochial Administration Ordinance 2013, all Parish accounts (including account of charitable funds) held by or in the name of the Constables, Churchwardens or Committees of the Parish must be scrutinised each year and financial statements prepared. These financial statements have been prepared under the historical cost convention and in accordance with Section 1A of Financial Reporting Standard 102, the financial reporting standard applicable in the UK and Republic of Ireland.

The account of the Compte D'Amelioration fund, where the source of income is derived from dog licences and (previously) gun licences is also reflected in these accounts. Expenditure is authorised for what is viewed by the Douzaine as a benefit to the Parish.

Similarly, the accounts of The St Saviour's Cemetery Committee, which is responsible for the administration and running of the Parish Cemetery, where the source of income is derived from Parish Remede and burial fees, and the account of Floral St Saviours is also reflected in these accounts.

Expenditure is authorised for what is viewed by the Douzaine as of benefit to the Parish.

CONVENTION

The financial statements have been prepared in order to show the Parish of St Saviour how the annual rates are spent. The principal accounting policies which the Constables have adopted are set out below.

INCOME AND EXPENDITURE

Parochial rates and all other income and expenditure have been included in the financial statements on an accruals basis.

TANGIBLE FIXED ASSETS AND DEPRECIATION

Fixed assets are stated at historical cost less depreciation.

Depreciation is provided at the following annual rate in order to write off each asset over its estimated useful life:-

St Saviours Community Centre building improvements – straight line over 25 years.

St Saviours Rectory, Church Hall and Parish Land were gifted to the Parish of St Saviours Constables and as such are carried at nil cost.

The assets residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the income and expenditure statement.

CASH AT BANK

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

2. INCOME AND DEFICIT FOR THE FINANCIAL YEAR

Income and deficit for the financial year derive wholly from continuing activities.

**NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020**

3. GENERAL FUND

		2019
INCOME		
Owners' rates	225,656	247,149
Deposit interest	104	321
Licenses	256	305
Sponsorship and donations	1,140	1,254
	<hr/>	<hr/>
	227,156	249,029
 PARISH OPERATIONS		
Refuse collection	119,261	115,915
Churchwardens' account	28,831	37,739
Rectory and church hall	14,716	32,580
Parochial cemetery upkeep	13,000	16,000
Floral St Saviours donation	2,500	3,000
Grants to schools and parishioners	-	800
	<hr/>	<hr/>
	(178,308)	(206,034)
 PARISH ADMINISTRATION		
Administration, clerical and legal expenses	30,237	29,345
Accountancy	2,250	-
Publications and notices	1,478	1,976
Repairs and maintenance	3,476	3,408
Cadastre	2,157	2,121
	<hr/>	<hr/>
	(39,598)	(36,850)
 DEPRECIATION	-	(575)
	<hr/>	<hr/>
 Surplus for the financial year	9,250	5,570
 Balance brought forward	171,631	166,061
	<hr/>	<hr/>
 Balance carried forward	£ 180,881	£ 171,631
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020

4. COMPTE D'AMELIORATION FUND

		2019
Income		
Proceeds from dog licenses	2,137	2,398
Deposit interest	5	14
	<hr/>	<hr/>
	2,142	2,412
Parish operations		
Refund from Floral Guernsey Foundation	-	(250)
Painting granite road signs	-	664
	<hr/>	<hr/>
	-	(414)
	<hr/>	<hr/>
Surplus for the financial year	2,142	1,998
Balance brought forward	10,362	8,364
	<hr/>	<hr/>
Balance carried forward	£ 12,504	£ 10,362
	<hr/>	<hr/>

5. SPECIAL RESERVE FUND

		2019
Income		
Deposit interest	75	231
Balance brought forward	115,712	115,481
	<hr/>	<hr/>
Balance carried forward	£ 115,787	£ 115,712
	<hr/>	<hr/>

**NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020**

6. PROFIT ON SALE OF PARISH BUILDING RESERVE

	2019	
Income	-	-
Depreciation and impairment		
Depreciation	8,088	6,616
Impairment	37,557	-
	(45,645)	(6,616)
Deficit for the financial year	(45,645)	(6,616)
Balance brought forward	227,852	234,468
Balance carried forward	£ 182,207	£ 227,852

7. CEMETERY FUND

	2019	
Income		
Remede	13,000	16,000
Burials and plots	5,125	4,345
	18,125	20,345
Parish cemetery		
Secretary and treasurer fees	700	700
Grave digging	3,285	2,734
Cemetery maintenance	7,166	8,022
Miscellaneous	50	-
Repairs and renewals	3,591	5,135
Insurance, electricity and water	329	329
	(15,121)	(16,920)
Surplus for the financial year	3,004	3,425
Balance brought forward	12,825	9,400
Balance carried forward	£ 15,829	£ 12,825

The St Saviours Cemetery Committee is responsible for the administration and running of the Parish Cemetery. The income is derived from the Parish Remede and burial fees.

NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020

8. FLORAL ST SAVIOUR

		2019
Income		
Remede	2,500	3,000
Grants and sponsorship	2,600	3,200
Other income	362	-
	<hr/>	<hr/>
	5,462	6,200
Parish operations		
Work throughout Parish, including Courtil Sous l'Eglise Community Centre St Appoline and Parish Church	(4,974)	(7,984)
	<hr/>	<hr/>
Surplus/(deficit) for the financial year	488	(1,784)
Balance brought forward	591	2,375
	<hr/>	<hr/>
Balance carried forward	£ 1,079	£ 591
	<hr/>	<hr/>

The Floral St Saviour's Committee (as part of Floral Guernsey) is responsible for Parish efforts in enhancing the floral environment of the Parish for residents and visitors alike. The source of income is derived from Parish Remede, States grant and sponsorship.

NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020

9. TANGIBLE FIXED ASSETS - RESTATED

	St Saviours Community Centre
<u>Cost</u>	
At 1 January 2020	165,399
Additions	<u>36,807</u>
At 31 December 2020	<u>202,206</u>
<u>Depreciation</u>	
At 1 January 2020	28,641
Charge for the year	8,088
Impairment	<u>37,557</u>
At 31 December 2020	<u>74,286</u>
<u>Net Book Value</u>	
At 31 December 2019	<u>£136,758</u>
At 31 December 2020	<u>£127,920</u>

On 22 January 2013 the States of Guernsey conveyed the St Saviour's Community Centre (formerly Mont Varouf School) to the Parish of St Saviour to utilise for the benefit of the community for the sum of £1. In accordance with the conveyance there is a twenty five year overage period. If the building is sold within the overage period then 50% of any profit made on disposal is payable to the States of Guernsey.

The cost of building maintenance and improvements to St Saviours Community Centre is funded by St Saviours Community Centre LBG. Following a request from the LBG to replace a flat roof the Douzaine agreed to fund this expenditure out of the Parish Building Reserve. This reserve was established from the proceeds of the sale of the former Douzaine room at La Grande Rue, St Saviours. The balance left in the reserve available to spend is £54,287 (see page 4).

Due to prevailing financial circumstances, the Phase 3 plans for the Community Centre, as currently envisaged, are no longer going to proceed. The Constables have previously capitalised £37,557 of professional expenditure for Phase 3. This is now being written off as an impairment of fixed assets.

In addition to St Saviours Community Centre the Parish of St Saviours also owns St Saviours Rectory, St Saviours Church Hall and a parcel of land.

10. LOAN TO ST SAVIOURS COMMUNITY CENTRE LBG

Advanced and balance at 31 December 2020	<u>£15,000</u>
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On 3 November 2020 the Constables of St Saviours made an unsecured, interest free loan to St Saviours Community Centre LBG. This loan is due to be repaid by monthly instalments from 1 March 2021 to 1 May 2022. Therefore, £10,000 is disclosed as repayable within one year, and £5,000 between one and two years. However as a result of the current Covid-19 lockdown restrictions payment may be delayed.

**NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2020**

11. POST BALANCE SHEET EVENT AND GOING CONCERN

The advent of the Covid-19 pandemic in 2020 will have an impact across all sectors of the economy which cannot be wholly quantified at this time as the situation is ongoing. The Constables' made a decision to request minimum rates required in the 2020 Remede and reduced their budgets as far as possible to enable the rates to be lower to help the Parishioners.

The Constables' still have adequate cash reserves and consider that it is appropriate that the Constables' financial statements should be prepared on a going concern basis despite the comments noted above.

12. FIRST TIME ADOPTION OF FRS102

These are the first financial statements of The Parish of St Saviours Constables Account that have been prepared in accordance with FRS 102. FRS 102 requires that building improvements are depreciated over their useful economic life. Therefore The Constables have provided for depreciation and the change in accounting policy has resulted in a reduction in the surplus in the income and expenditure account for the year ended 31 December 2019 and a reduction in the carrying value of fixed assets in the balance sheet at 31 December 2019 as follows:

Reconciliation of income and expenditure account for the year ended 31 December 2019

Surplus for the financial year as previously reported

- On general fund	5,570	
- On other funds	<u>3,870</u>	
		9,440
Depreciation charge for the year		<u>(6,616)</u>
Surplus for the year as restated		<u><u>£2,824</u></u>

Reconciliation of balance sheet as at 31 December 2018

Balance sheet total as previously reported	555,359
Previous years depreciation adjustments	<u>(19,210)</u>
Balance sheet total as restated (see page 4)	<u><u>£536,149</u></u>

13. CONTROLLING PARTY

Throughout the year the Parish was under the control of the Constables and Douzaine acting in concert.