

Paroisse de Saint Sauveur  
Minutes of the Douzaine Meeting held in the Douzaine Room at the Community  
Centre on Monday 6<sup>th</sup> December 2021 at 7.00 pm

Present	<p>Messrs D Bertrand (DB), R de Garis (RdG), Mrs K Fooks (KF), Messrs S Gibbs, (SG), J Gillson (JG), R Murray (RM), J Norman (JN), Ms S Watson (SW), Mrs P Kennedy (PK) and Messrs P Connolly (PC), and N Le Poidevin (NLP) (Constable – presiding).</p> <p>Ms M Scott (MS), Parish Secretary was present to record the minutes.</p>	
Apologies	Messrs J Brache (JB) and P Harris (PH)	
Minutes of Meeting held on 22 <sup>nd</sup> November 2021	The minutes were agreed and signed by the Constable.	
Matters Arising	<p><b>Rue des Massies – Trees</b>  It was noted that a letter has now been sent to Traffic and Highways advising that the landowner intends to contact them direct.</p> <p><b>Trees at Le Douit Water Lane</b>  NLP advised that a tree surgeon is to attend to the trees this week.</p> <p><b>Trust Deed</b>  RM advise that legal advice had been sought regarding removing the charitable status of the Trustees of St Saviour’s Community Centre. He would keep the Douzaine update on progress.</p> <p><b>Christmas Disbursements</b>  NLP said that we had been contacted by two local organisations who would be providing funds for distribution to needy parishioners this Christmas. The amounts were yet to be confirmed.</p> <p>JB and PK would distribute these funds.</p> <p><b>Constables’ Accounts</b>  The recommendations of the Douzaine Liaison Group and revised guidance has been approved by Policy and Resources and a letter is expected to be issued to Parishes any day. This will then be sent to BDO to see if they will continue to prepare our accounts.</p>	JB/PK

Review of Douzaine Rules of Procedure	<p>NLP advised that the Rules of Procedure were reviewed annually. At the last meeting SW advised that the Douzaine Liaison Working Group were looking to standardise procedures across Parishes but it was unsure how long this would take. SW said that the social media section would require updating but it was expected that this would be part of the Island wider review.</p> <p>It was agreed that no further revisions were required to the Procedures at this time and the current Rules of Procedure were confirmed.</p>	
Review of Sub-Committee Terms of Reference	<p><b>Finance Committee.</b> The current terms of reference were confirmed.</p> <p><b>Property Committee.</b> The current terms of reference were confirmed.</p> <p><b>Planning Committee.</b> The current terms of reference were confirmed.</p>	
Review of Privacy Notice	<p>The Privacy Notice is reviewed annually.</p> <p>PH as Data Protection Officer had advised that it is still fit for purpose and no changes are required.</p> <p>The current Privacy Notice was therefore confirmed.</p>	
Planning	Deputy Oliver had been invited to attend to the meeting but due to illness was unable to attend. She would be invited to the next meeting.	
Election of Dean and Vice Dean for 2022	<p>DB proposed (seconded by KF) that RdG should hold the position of Dean of the Douzaine for 2022, and this was unanimously approved.</p> <p>JN proposed (seconded by SG) that JB should hold the position of Vice Dean for 2022 and this was unanimously approved.</p>	
Any Other Business	<p><b>La Gazette Officielle (“LGO”)</b> RM asked the Douzaine’s opinion if they felt that LGO should be moved online. This would require a change in Law.</p> <p>The Douzaine were all in agreement that LGO should be moved online.</p>	

	<b>Retirement</b> RdG, on behalf of the Douzaine wished to thank NLP for his 5 years of dedicated work as a Constable, as he was due to retire on 31 December 2021.	
	There being no further business the meeting closed at 7.10pm.	
	The next meeting is to be held at 7.00pm on Monday 24 <sup>th</sup> January 2022.	