

Paroisse de Saint Sauveur
Minutes of the Douzaine Meeting held in the Douzaine Room at the Community
Centre on Monday 11th December 2023 at 7pm

Present	Messrs J Brache (JB), DV Carey (DVC), R de Garis (RdG), Mrs K Fooks, R Murray (RM), S Gibbs (SG) and Mrs S Watson (SW), Mr P Connolly (PC) (Constable presiding and Douzenier) and Mr. J Gillson (JG) (Constable and Douzenier). Ms M Scott (MS), Parish Secretary was present to record the minutes.	
In attendance	Mrs J Riley	
Apologies	Mr K Bales (KB)	
Floral St Saviours	Mrs L Pirouet-Douglas (LPD) joined the meeting and gave the Douzaine a report. LPD advised that her team had been very surprised to win the best large village category at the Britain in Bloom national awards. As well as winning this category, the parish also won a gold award and received positive feedback for its engagement with children and young people. LPD explained in detail the various areas which were taken into consideration whilst judging which were environment, community and horticultural excellence. She outlined the work which was undertaken in each area and the considerable efforts taken in the preparation for the judging. The Douzaine thanked LPD for her hard work and also her team of volunteers. LPD was asked to keep the Douzaine updated when additional help was required. It was hoped that an event when the plaque for the award was unveiled that further media coverage could be achieved at this time. LPD left the meeting.	
Minutes of Meeting held on 20 th November 2023	The minutes were agreed and signed by the Constable.	
Matters Arising	Parish Centre/Centre Manager PC reported that a new Parish Secretary had been appointed and she would start in February 2024. This role would be combined with the Centre Manager role. Date for Task and Finish Group It was agreed that the Group would meet on Monday 22 nd January 2024 at 6pm before the Douzaine meeting.	
Parish Working Group (PWG)	SW reported that Policy and Resources had attended the latest meeting where the future of the Group had been discussed. The draft Parish Manual had been circulated prior to the PWG meeting for any comments from the members. SW had reverted with various comments also	

	<p>including the comments from DVC.</p> <p>Additional topics discussed were:</p> <ul style="list-style-type: none"> • Polling stations (potential reduced hours / super polling stations). • Election Programme Board (Parish representative) • La Gazette Officielle 	
Islands Constables Meeting	<p>JG attended the Islands Constables meeting hosted by Forest Constables.</p> <p>He advised that the following topics were discussed:</p> <ul style="list-style-type: none"> • Charity donations • Rates – penalties charged. • Bornements • Rectories • Cemeteries • Recycling Western Parishes. JG questioned whether there should be a collection point for items which would be taken to Longue Houque. It was noted that there was no current problem with fly tipping in the Western Parishes. 	
Review of Douzaine Rules and Procedures	<p>PC advised that the Rules of Procedure were reviewed annually.</p> <p>The annual confirmation for parish officials to confirm that they have read and agreed to the Rules of Procedure would be circulated in January.</p> <p>It was agreed that no 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>Finance Committee. The current terms of reference were confirmed.</p> <p>Property Committee. The current terms of reference were confirmed.</p> <p>Planning Committee. SG suggested that it would be useful for the Committee to assist and provide guidance to newly appointed Douzeniers to understand the planning issues in the Parish. It was agreed that the Terms of Reference would be updated to reflect this.</p> <p>There were no further changes, and the current terms of reference were confirmed.</p>	
Review Privacy Notice	<p>The Privacy Notice is reviewed annually.</p> <p>The Privacy notice was still fit for purpose and no changes are required.</p> <p>The current Privacy Notice was therefore confirmed.</p>	
Election of Dean and Vice	<p>KF proposed (seconded by SG) that RdG should hold the position of Dean of the Douzaine for 2024, and this was unanimously approved.</p>	

Dean for 2024	SW proposed (seconded by RM) that JB should hold the position of Vice Dean for 2024 and this was unanimously approved.	
Bornement	The Douzaine approved an application for a Bornements at La Grande Rue.	
Any other business	<p>CCTV at the Centre PC reported that CCTV had now been installed at the Centre.</p> <p>Flooding Les Frances JG expressed concern at the flooding at Les Frances after the recent heavy rain. It was noted that Highways had been in contact with the landowner earlier in the year and rectifications were likely to be made once the crop had been lifted.</p>	
Next meeting	The next meeting is to be held on Monday 22 nd January 2024.	
	The meeting closed at 8.20pm.	

