

PAROISSE DE ST. PIERRE

The Second Day of July Two Thousand and Twenty-Five.

An Assembly of Principals and Electors of the Parish of St. Peter will be held in the Parish Hall on Wednesday 02 July 2025 at 7.00 p.m. to: -

Apologies were received from Rowland Huelin, Eric Le Ruez, Jean Shales and Malcolm L'Amy.

- 1. Receive, and if deemed advisable, approve the Act of the Parish Assembly held on Wednesday 07 May 2025.**
- 2. Receive, and if deemed advisable, adopt the Accounts of the Connétable and those of the Parish Homes and the Youth and Community Centre, for the financial year ended 30 April 2025, the said accounts having been previously approved by the Committee appointed for that purpose and audited by the Parish Accountants.**
- 3. Vote a sum of money at the disposal of the Roads Committee for use on the upkeep and repair of by-roads in the Parish for the financial year ending 30 April 2026.**
- 4. Approve the estimates of the funds required by the Parish for the financial year ending 30 April 2026, including grants to various charities and organizations.**
- 5. Approve a rate of an amount that will produce for the Parish, income that is at least sufficient to satisfy the requirements as set out in the approved estimates.**
- 6. Name a committee to examine the Connétables Accounts, Parish Homes and those of the Youth and Community Centre, for the financial year ending 30 April 2026.**
- 7. To approve that Auditor, Alex Picot, Chartered Accountants are to continue as the parish accountants and prepare the accounts.**
 - 1. On the proposal of **Sally Johnosn**, seconded by **Robert Surcouf**, the minutes of the Previous Assembly on Wednesday 07 May 2025 , which had been previously hand out, were approved .**
 - 2 Parish
Expenditure**
The accounts shows 3 columns, Estimates, Actual and Previous year.
Parish Administration
Estimates show £426,690, our costs are £23,000 less than last year at £403,548, main reason is the police vote of £50,000, only spent £29,707, Tetra radios were estimated at £7,000 however the way of charging for these have now changed as only charged for the usage so only spent £397.00, therefore a significant saving on the estimate .

The budget also included 4 laptops which had been approved for by the Home office the parish had intention to pay for these however the Criminal Fund paid for these instead so two main savings. Police expenditure is mainly on Insurance and Honorariums. No big equipment purchases.

Overheads –

Other costs mainly in line with the estimates.

Cost of living increase on salaries estimated £187,615, actual was £184,856.

Advertising – actual costs £11,557 against estimates of £8,500, this was mainly down to the Les Clef magazine costs of £6,400 .

Legal and Professional fees of £ 17,082 , saving against budget, main payments were for the Barclays negotiations and Data Protection services as we have an External provider.

Sundry expenses £15.338, costs for Senior Citizens Christmas lunches of £8,000, however had received several donations for this.

Bank and card charges of £9,762, costs associated with online receipts

Total expenditure of £403,548 saving on the estimates.

Charities / Grants

Estimates of £50,000, actual costs of £49,957.

St Peters School did not claim their £2,000 as did not come forward with any specific project

Battle of Flowers received £8,000.

Running costs towards SPYCC reflects the figures in their accounts of £12,407 for the admin costs and the £6,700 paid by the parish.

Outreach Project £5,000 paid again.

Refuse Costs- Contract increased by RPI so £261,599, still slightly below estimate of £264,981.

Maintenance of Parish Property

Costs associated with the parish properties of £230,346, £34,000 higher than estimates and £64,000 up on the previous year.

Tresor and Church , budget set at a high level for work at £111,000 but totalled £132,547, this included a lot of the work plus 2/3rd of the vergers wage. Budget was covered for a £50,000 transfer so not to effect the rate , this is the benefit of having a contingency reserve, helps to offset the costs.

New line for Legal and Professional costs , this is administration and better to show them here in the accounts- advice received for future options in the parish at £10,850.

Insurance slightly higher than estimate at £55,593 as increased by 10%.

Parish Homes

The Capital element of the loan is £116,172, set off against this any surplus (£30,421) excess of rents on expenses. Parish Contingency Reserve of £125,000 included.

Income for both Maison le Marquand and Clos Le Ruez total £364,375, increase on previous year.

Expenditure of £115,086 which reflects the 2nd half of the roof at MLM and £11,628 for the woodwork at QJH.

Professional fees were £37,090 basically to assist with the leak at MLM and future works.

This is the benefit of having Contingency reserves for the expenses.

Loan Interest at £115,775 against last year's figure of £157,682, benefit of the agreement with Barclays, saving of £42,000 on interest charges.

Transfer of £125,000 from the contingency reserve was used to offset the roof expenses and woodwork fees and the £28,000 in legal fees. Without the contingency the rate would have been a lot higher.

Street Lighting

Total costs for replacement street lighting was £263,000 which is £61,190. Balance of £76,500 similar costs for 2026 and then a small charge expected in 2027.

Will need to consider putting something aside again for the future.

The Constable advised he was expecting the costs to be around £500,000 .

Roads

Overall roads costs £111,747, estimate £125,165, underspend on estimates, this is a consequence of the underspend in previous year so the top line shows works undertaken in the early part of the year, quoted for in 2024. Roads resurfacing of £91,349 includes £25,000 on Les Monts and £18,000 Mont des Vignes and £13,000 on Rue des Niemes. Various patching works done.

Roads sweeping costs £11,200

Cleaning and associated labour £40,428 which is the salary and pension for the member of staff.

Village green contract costs same as previous years.

Motor and expenses £13,405.

Gross costs of £172,892.

Income - offset in the roads account, Driving licences £36,085, Branchage penalties £1975

Parking fines significant increase on previous year at £22,210, last year £13,403.

Total Income £61,145.

Nett expenditure for the roads £111,747, £13,000 below estimates.

Therefore :

Total Expenditure before special votes of £1,093,529, £100,000 higher than 2024 due to Church and Roads but still £17,000 below estimate due to police and homes.

Special Votes:

Transfers to various reserves :

£125,000 into the parish property contingency reserve Balance £246,987

£10,000 added into the motor vehicle reserve with a balance of £20,000.

£25,000 added into the Parish Community Projects Contingency , balance at £150,000.

This results in total expenditure of £1,253,529 which is still below the estimate of £1, 270,593.

Income:

Rate for the year 2024 £1,142,715, the rate was increased last year to 1.35p, the quarters also went up slightly. Current Income £1,253,391.

Rates collected were £110,000 higher than 2024.

Total rate after adjustments £1,245.921 plus arrears received £1011 and surcharges £2,794 = £1,249.726

Receipt of £2,026 of Island Wide Surcharges which we keep .

Additional income £44,946 which consisted of bank interest £9,841, speeding fines increased £12,845, £5,500 up on previous years, Quite a rise over the last three years. Donations were lower than last year due to one donation less.

Total £1,296,698, £11,000 higher than previous years mainly due to the rates .

Nett Surplus of £43,169 against estimate of £3,538 so a positive performance.

Balance in hand to carry forward £827,711, which is a healthy balance to see us into the next financial year.

Any questions : No

Summary of Balances.

Does not include Fixed Assets

Current Assets

Cash at the bank £909,661, Debtors and prepayments £63,611 these are advanced payments such as Insurance and GST.

Due from the parish homes £461,063, this will be reduced in fullness overtime.

Creditors owed : £115,036.-Money we owe or we have received in advance . Driving licences are not all taken £22,000 in licences, £75,000 future years, Rates of £4,000 in advance included . Net Assets £1.2 million.

Parish Homes

The Parish Homes is shown separately , normally accounts do not show Fixed Assets, historic assets as this does not affect the day to day running of the parish however due to the loan liability, this is shown in the accounts so we show the expenditure etc.

Net Assets £3.5 million.

The bank loan secured against this at the year-end is £2.0 million and £41,000 now on a variable rate.

Parish home reserves sits at £1,073,405 accumulated profit over the life of the homes.

Both MLM and QJH are rented out.

Rental income £92,722 for Maison Le Marquand and £271,653 for Le Clos Ruez.

Most general maintenance Heating at QJH £16,246 the last two units completed at £12,000. Total cost of £75,000 to replace all units.

2nd phase of roof £85,714 for the roof at MLM, covered by the contingency reserve and the woodwork at QJH £11,628.

Overheads:

Loan Interest £115,775 at QJH, over £40,000 cheaper than previous years

Professional fees £37,090 costs incurred by the leak at MLM, surveys and advice but contingency reserve transferred to cover these costs.

Net Surplus £30,421 against last year's £51,239, big difference in the result due to the interest.

This completed the presentation of the Parish Homes and Constable accounts .

The Accounts for the Parish and Parish Homes were proposed by **John Refault** and seconded by **Zoe Rive**.

SPYCC

Income & Expenditure.

Focusing on the net Surplus of £39,207, this shows another good year for the centre .

Tea room – Income of £248,312, similar to previous year. Cost of sales lower but staff costs increased. There has been a review of the tea toom prices against wages, going forward may have to increase the prices whilst still being fair.

As requested, card charges are now being shown of £2531 therefore leaving net contribution of £5955 against the previous year of £15,917

Preschool going from strength to strength , Income of £263,794 increase on last year's figure, slight increase in costs of £26,416 on previous year of £21,518. Income goes up, staff costs increase to £164,774, previous years £155,578. Hire of Centre £23,307 increase on previous year of £7,836 which shows excellent utilisation of the centre. Parish contribution costs of £12,407 admin for centre salary costs. Contribution from the Parish reflected in the parish accounts. Education Grant of £6899 is the Youth Club. Central staff costs is the Manager of £50,840 Car boots are a good income stream at £16,322 similar to previous years. Sundry Income and donations which includes parking disc income, bank interest at £492. Repairs and maintenance costs (£13,776), £6,700 paid by parish for maintenance for costs of drain repairs and electrics, centre had paid directly themselves £7,000 for general day to day maintenance, e.g. Redecoration costs at £1600, and Velux window repairs £1500.

Overheads

As expected , fairly consistent year on year.

Heat, light and water £17,232

Cleaning £16,539, we have employed a cleaner now rather than using a contract cleaning company.

Other overheads like telephone, advertising, printing, audit, general expenses £2206 Bank and card charges included in the general expenses of £2,500.

Last year was a deficit of £13,118, for this year a surplus of £39,207, At the year-end an Accumulated fund of £129,590, held for future works.

Any questions : None

Procureur R Surcouf said an excellent year, he confirmed that the Procureurs had requested that the General expenses should reflect that the card charges be shown as Tea Room and going forward items like Fuel and Cleaning will show whether general for the centre, Tea Room or Preschool to reflect the expenses and show a clearer picture.

He thanked the Committee and Staff of the centre, we have a wonderful facility and we are grateful to have loyal, kind hardworking staff who deal with not only the older community but children too.

The Constable reiterated his thanks too and asked that the committee pass on the thanks to all their staff, he advised he had received a wonderful letter from a parishioner saying how wonderful the staff are in the centre and a wonderful atmosphere

As there were no questions, the Constable asked for a Proposer for the accounts for St Peters Youth & Community Centre. These were proposed by **Eric Payn**, seconded by **Keith Capern**.

As all happy with the accounts and no questions the Constable asked Procureur R Surcouf to go through the estimates for 2025-2026.

3 **Vote a sum of money for the Roads**

Roads Vote :

Estimate for roads resurfacing last year was £75,000 so we have decided to increase this by £15,000 as understand that cost of materials are increasing. R Surcouf thanked the roads committee for their help in maintaining the budget, he understands that things have been tight over the previous years.

Road Sweeping estimate £20,00 same as last years.

Income

Proposing the firearm income to be the same as previous years at £1,000.

Driving licences kept at £25,000, we may receive a little higher but nearing on the side of caution.

Branchage fines the same and Parking fines at £10,000 again.

We are still to be cautious but ask for a vote for contribution of net expenditure of £141,507. He believes that K Capern and the other Roads Committee members ensure competitive prices but with good quality solutions.

The above figure was proposed by **Helen Evans** and seconded by **Alan Dix**.

4 Salaries- Estimate £194,137 increase of 3.3%

The Constable mentioned that the RPI was 3.2% but added an extra 0.1% to bring in line with the States increase as when inflation was 12% the staff did not get this increase so paying back a little extra now

Youth leader £34,500- as pre agreed agreement.

Pension scheme increase by RPI .

Telephone remains the same.

Policing-previous estimate was £50,000 however no radio costs needed, aware of extra £5,000 plan for recruitment so estimate £40,000 .

Police Admin support at £13,500 remains the same.

Constables allowance £3,000 remains the same

New line for Rector honorarium for civic duties. Our current Rector assists people outside his role and does a full-time role on a part time salary in view of this an honorarium of £4,000 has been proposed. Just to confirm to all that the rector did not request this .

The Constable advised that The Dean has also done something similar.

Accounts and Audit £16,073- 3.3 % increase

Rates experts remains at £5,000.

Advertisements £12,000, slight increase in order to continue the printing of the Les Clefs. We would lose the magazine and need to continue it to provide it to those non online parishioners.

Printing, postage and stationery slight increase on last year's estimates but below last year's actual figure to £17,500 .

Comite des Connétables £14,000

Computer expenses , same as previous year at £25,000

Legal & Professional £12,500, as main costs now paid for.

Sundries £12,500 a slight increase on previous years estimates. Predominantly is the Senior Citizens Christmas lunches.

Bank charges at £10,000.

Any questions so far : None

Charitable donations:

We have a number of charities that we write to each year requesting their accounts, if no accounts are provided when asked then no payment is released

£10,000 estimated in previous year, actual spend was £8,350 therefore this year £8,250.

Parish Associations donation of £9,000.

Battle of Flowers , no donation , they do not require any funds as received funds last year of £8,000 .

Twinning- They have reasonable reserves therefore do not require a donation.

St Peters school, same donation of £2,000, not adding in previous years unspent funds together.

Any questions: None

Parish Youth & Community

Excellent year, huge thank you to the team, running costs of £12,000 slight increase on previous years and maintenance of £5,000 again as last year's estimates. However are aware of some capital repairs on the property such as the roof.

Outreach Project same as last year.

Refuse :

We have negotiated a long contract with them, we have requirements such as fuel and maintenance to vehicles etc. They do provide a good service, so estimates at £270,232 , 3.3% RPi increase given.

Cimetiere a Tous Les Cultes- £500, same as last year's estimate.

Tresor:

£49,929- split with the line for St Peters Church- £72,000 for Toilet facilities.

Caretakers salary in line last year.

Parish property and maintenance £25,000 same as previous years.

Legal & Professional £20,000, we have a property committee for MLM and QJH. No reserves for MLM as used on QJH, may have to consider having property specialists involved as parish staff are not qualified to deal with some of the situations occurring, how to manage the estates and to mitigate risks.

Release from current contingency reserves of £72,000 in order not to put up the rates this year.

Estimates to change as awaiting more details on the current loan interest.

Parish Homes

Estimate for expenditure - refurbishment £40,000

Brought heating costs down to £10,000

Loan interest brought down to £88,039

Professional fees down from £37,090 to £10,000 a lot of expenses for MLM hopefully to reduce.

Take £112,000 out of property reserve.

Streetlights -

Estimates in line with previous years for electricity and loan for the lights the same.

Projecting £1,100,090 as a cost

Reserves:

£15,000 into the vehicle reserve, still need to keep putting into this.

£25,000 Parish Community Project reserve, want to carry on.

£140,000 into Property Contingency Reserve

As there were no questions, the estimates for 2025-2026 were approved by **Sally Johnson** and seconded by **John Refault**.

5

R Surcouf, Procureur advised that if we remain at the same rate of 1.35p per quarter , this will mean £172,500 into the reserve. We do not have a lot of equity to borrow from and we need to build up our reserves and our reserves are way too low. The Parish owns a lot of properties, if we do not start a cost-of-living wage increase we will have to cut costs in the future when repairs are needed .

In view of this he proposes a rate increase of 1.38p per quarter this will give us a relatively healthy result and able to build up the reserves. This is an increase of 0.03p per quarter.

As there were no questions the new rate of 1.38p per quarter was proposed by **Mark Capern** and seconded by **Howard Buesnel**.

6

It was agreed to propose the committee which examines the Constable Accounts en-bloc, the Committee members are Procureurs, Rector, Deputy who resides in the Parish, Centeniers, Church Wardens, Treasurer of the Roads Committee, Chairman of the Rates Assessors. Chair and Vice Chair of the Youth & Community Centre and independents as chosen by the Constable . This was proposed by **Zoe Rive** and seconded by **Helen Evans**.

7

The assembly were all in favour that Alex Picot, Chartered Accountants, continue to be the accountants for the Parish, this was proposed by **Helen Evans** and seconded by **John Refault**.

The Constable thanked Stephen Philips for all his years of service to the parish as Steve is going into semi-retirement.

As there was no further business the Constable thanked everyone for attending.

This concluded the business of the Assembly.

03 July 2025

**R P Vibert
Connetable**