

PAROISSE DE ST. PIERRE
Parish Assembly

The Twentieth of July Two Thousand and Twenty-Six

An Assembly of Principals and Electors of the Parish of St. Peter will be held in the Parish Hall on Monday 20 July 2026 at 6.30 p.m. to: -

- 1. Receive, and if deemed advisable, approve the Act of the Parish Assembly held on Wednesday 22 April 2026.**
- 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 2026, 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 2027.**
- 4. Approve the estimates of the funds required by the Parish for the financial year ending 30 April 2027, 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 2027.**
- 7. To approve that Auditor, Alex Picot, Chartered Accountants are to continue as the parish accountants and prepare the accounts.**

Apologies given from Procureur Jason Lane, Chef de Police Joao Camara, Matthew Price, Malcom L'Amy and Keith Capern.

1 On the proposition of **Zoe Rive**, the minutes of the previous Assembly held on Wednesday 22 April 2026, which had been previously handed out, were approved. These were seconded by **Jennifer Holley**.

The Constable thanked everyone for coming and invited Don Connolly who was the new Accountant for the Parish from Alex Picot, our normal accountants. Don advised that he had worked at Alex Picot for over 20 years and is involved with 10 of the other parishes so is aware of the workings of the Parishes.

Don advised he would run through the Accounts, not necessarily going through every line. He began with the Parish and Parish Homes Accounts:

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Parish Accounts

Expenditure

Salaries / Pensions saw an increase of 3.8% , estimates show a higher figure however at the time these were set a member of staff took payment in lieu of a pension but has since decided to have the pension so the pensions line reflects the difference between the two lines.

Policing under the estimate of £40,000, spent £36,217, £7000 more than previous years expense, this included Quarterly meal and police car repairs.

Other expenses such as telephone, Police admin, Connêtables and Rector all similar figures to previous years.

Advertising - £8,111 under the estimate of £12,000, The Constable advised this is mainly the costs for the Les Clefs magazine, previously was paid for by adverts, we now buy 4 pages to use for various advertising to assist to keep it going.

Computers, saving here of £4,000 on previous year and under the estimate, this is for IT Support for the various different systems used.

Legal and Professional fees saw a drop in Data Protection costs. Estimate £12,500 but spent £5447

A new line in the accounts has been input to show the costs for the Senior Citizens Christmas lunches £10,378, budgeted £9,000, we did receive some donations so income against this of £6,000 so parish actually only spent £3,000.

Sundry Expenses £11,517 against estimates of £3,500 due to Liberation 80 celebrations, invitation to the French mayor(s) for this event .

Overall costs £412,426 , total savings of £13,000 on estimates but an increase of £9,000 on year on year.

Charitable Donations

Year on year figures however only release funds to those that send in their accounts and request the funds.

Refuse , increase of 3% however this is a contract so a known figure so estimates set against actual.

Maintenance

St Peters Church, estimate £72,000 however works did not commence therefore transfer to parish property contingency reserve .

Estimated Legal costs of £20,000 were not needed so savings year on year.

The Rector advised that the Ecclesiastical Court has now given their permission, Planning has been granted and just need to iron a few things out with Building regulations and Heritage so works should commence and be completed by the end of this year.

Overall £200,675, saving of £8,000 on estimates (£208,209) and £30,000 on previous year (£230,346).

Parish Homes

More capital paid off with less Interest.

£123,671 paid on the bank loan.

Rent received declined due to empty units at Maison Le Marquand, the Constable advised these have been kept empty in preparation of refurbishments so we can move tenants around without having them move out and cost to re-accommodate them plus due to less units, less rents received.

Expenses; Previous year £155,850 mainly due to new roof expenses of £85,714, actual £26,251 spent on internal refurbishment only.

Other costs- Loan interest dropped as now on a variable rate, £115,000 down to £80,495.

Other costs in line with previous year.

Professional fees £19,225, mainly due to fees for the potential of 3 additional units / new plot of land at MLM (£16,765) so various planning and architects fees.

The Constable thanked the Ex Procureur, Robert Surcouf for his assistance, his working brought about the drop-in interest rate which has led to the substantial savings.

Huge turnaround for the homes showing a surplus of £30,000 now £203,785.

Street Lighting

Maintenance £61,190. Repayment on the we loan took out 5 years ago completed in July 2026 so a big saving moving forward. Plans to set aside an amount for the future has been discussed.

Roads

Expenditure Large expenditure difference from previous year due to contractor being late on completing the works at £55,391 compared to £91,349.

Road sweeps are done 4 times a year at £11,200, which he feels this costs is the right figure.

Total expenses £141,258, with income allocated against this.

Income-Licences spread over a 10-year period of the life of a licence so do not see huge expenses going though as one-off payment.

Parking fines of £12,998 dropped considerably from 2025 of £22,210 mainly down to Airport fines no longer charged.

Overall net cost £90,898 against estimate of £141,507

Special Votes

£160,000 in 2025 now £240,000.

Reserves are very important, need to have funds to iron out works required.

Total expenditure for the year £1,243,760, saving of £66,000 on estimates.

General Income & Expenditure Account

Rates set at 1.38p Income £1,285.494, , other incomes received totalling £49,059 which is £5,000 more than the previous year.

With the savings on the loan and speeding fines of £16,200 this gives a total income of £1,336,882.

The General account shows a deficit of £7,871 in 2025 but 2026 shows a surplus of £93,122 which is £100,000 more than estimated. So the balance carried forward is £920,833.

As at April 2027 Parish funds are not received in until Aug-September 2027 therefore we advise keeping 16 weeks' worth of income aside for the parish to run. The Bal CWFD Figure is therefore rather high (39 weeks expenditure) therefore Alex Picot advised transferring some to the General Property Reserve.

The Net Asset -Liquid cash is as follows :

£446,687 (£200,000, inputted) for the Parish Property contingency reserve with allocation of £72,000 for the Church.

Motor Vehicle Reserve is £35,000 (input of £15,000).

Parish Community Projects £175,000. (input of £25,000)

This completed the accounts for the parish, any queries or questions :

R Huelin asked why no more Airport fines, the Constable explained this decision is not from the Parish, the Airport no longer give out fines as feel there has been improvement by them not to have to impose a fine to anyone.

As there were no further questions, Don Connolly continued with the accounts for St Peter's Youth & Community Centre

SPYCC

It has been a good year for the Community Centre. Gross profits in both departments.

Tea Room Profit from 2.5% to 8.5%.

Income £254,054 gone up gradually . Staff costs and Cost of Sales have been very well managed , (£88,839 +£150,987) to £85,739,+£144,318 .

Pre-School profit from 27.5% to 32%

Income £276,332 from £263,794

Income is consistent for Hire of hall.

Parish contribution costs £8,778 less than estimated £12,407

Car Boots income and Central staff costs all similar.

Repairs £16,197 nothing stands out , building of that size this is a reasonable figure.

Overheads -similar year on year

Cleaning £17,802

Fuel, water £5,240

Telephone, advertising, audit and training all in line with previous year.

Total costs £43,233 against previous years £41,583

Net surplus for the year £53,587, £14,000 increase from last year of £39,207,

Movement on Balance sheet, debtors and prepayments difference due to timing of the summer term States contribution for the Preschool which had not been received at the year end.

Accumulated Fund £183,177

This completed the accounts by Don so we asked if any questions:

Not a question however R Surcouf thanked the committee and staff who work at the centre, he feels that thanks should be given that we have a good relationship with them and we are lucky to have them.

The Constable reiterated this statement and said we are lucky to have the management team and the loyal staff in all areas.

The Constable asked for a Proposer and Seconder to both sets of accounts :

Proposed by Graeme Rondel

Seconded by Sally Johnson.

3.Roads Vote

The Constable went through the Estimates for the roads vote.

Expenses:

Roads resurfacing £120,000, more than the actuals of the 2026 accounts due to outstanding works plus money to be set aside for resurfacing of the whole road rather than patching .The Parish roads are well maintained which is a very good job done by the roads staff and inspectors.

Road Sweeping estimate of £20,000, actual spent was £11,200

Driving licence stock costs of £9,570 this is the cost of the new plastic licence from the Comite des Connétables set aside.

Wages for one of the roads staff £46,298

Village Greens- contract at £18,000

Hedges cut back £5,000 and Motor expenses £8,000

Income:

Firearms in line with actuals.£500

Driving licences allocated for the period of the licences £35,000

Branchage penalties- dependent on how many infractions- estimate £1,500

Parking fines./ penalties £10,000

Net expenditure £179,868 for the Roads Vote

This vote was proposed by **Robert Surcouf**, seconded by **Jonathan Gready** .

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Estimates :

Parish Homes

Income £365,125 , estimate in line with previous years.

Plumbing £2,000

Refurbishment costs less than previous years at £10,000

Clos Le Ruez expenditure £10,000 on woodwork, slight increase on heating/ electric/ water against actual figures , lower than previous years estimates.

Other expenses in line.

Stair lift fitted, will not need that line again.

Monthly maintenance £3,700 retainer held so residents can call out until 10pm .

Loan Interest estimated at £70,108

Fuel £12,000 same as previous year.

Water down on previous years due to less tenants so estimated £1,800. Suspicious as the refurbishment was due to a leak being reported at MLM, it may be that closing off some of the units is where the leak was, very difficult to establish where the leak was coming from but also less units being rented so water rates will be lower. We have 5 out of 15 units empty unoccupied.

Garden £250

Rates £6,000

Electric (net figure of what we receive in) £250

Contract cleaning £4575

Audit and Accountancy-modest increase £1804

Professional fees £20,000, due to possible architects / builders fees for refurbishment at MLM. This would be explained in further detail at a Parish Assembly for this project. The residents are aware of the plans and the Constable would like to see this continue but with refurbished units with new insulation and plumbing required.

Bank charges £50.00

Net Surplus £217,088 estimated against actuals £203,785

SPYCC-

Income for Tea Room is actuals + cost of living , Pleased that the cost of sales have fallen and works are being done to reduce costs for further savings.

Staff costs £149,080 actuals + RPi

Card charges are inevitable so in line with actuals.£2,346

Preschool- Costs + RPi, running costs similar to actuals however staff costs increased due to pensions being taken.

Hire of Centre £20,000 in line with previous estimates.

Parish Contributions £10,000

Grant from education £6,899.

Central staff costs and Outreach Project £54,575 same as previous years- this is for those children that need assisting outside the Youth Club who may have additional issues but wish to be part of the community.

Repairs and Maintenance £30,000, we spent less £16,197 but keeping the same as previous years.

Fuel/ electric/ water £19,000 RPi increase

Cleaning £18,500 RPi increase

Advertising £600

Small increase for Audit and Accountancy £3,514

Training £150, however this would be done irrespective of budget.

General expenses £4,300 (actual was£1,616).

This would offer a surplus of £31,471 if estimates are on par.

Charitable Donations- Each year we look at the charities to donate to, sometimes there are new ones to add and some others are dropped if we have not received their accounts for 2 years .

After going through the list , main increase here is an extra £1000 to Family Nursing .All others in line with previous year figures. Unfortunately the Twinning is dying off as a charity
Total estimates £9,500.

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Parish Associations- Same as previous years. St Peters School will offer £2,000 again however if do not request anything this will not be paid over.
Battle of Flowers – £8,000 slight increase on last year's figure of £5,000 however did not receive this in 2024.
Total estimates for Associations £9,000.

Tresor- We are obliged by the Law to pay for the upkeep of the Church and Rectory; however we are happy to do this.
General Maintenance £4,626 for Church Interior, increased by cost of living.
Provision for toilets £64,568 we had already agreed to provide for this in previous years.
Restoration works £1,000
Removal of pews £2,000
Church exterior maintenance £3,444 and clock maintenance £617. A UK company comes over to maintain this.
Churchyard £ 6764, gravestones need maintaining for safety purposes.
Rectory £6,084
Rectory garden £600.
Church & Rectory heating, lighting and advertising £10,845
£37,228 as per the Tresor accounts agreed at the Ecclesiastical assembly.
Vergers fees salary 2/3rd increase by 3.8% £17,057
Total expenditure £117,605

Tresor Income:
Parish contribution £101,796
Toilet Provision £12,709
Grave plots £1500
Sale of Froment £1,000
Recoverable GST £1500
Total Income £117,605

Salaries £197,925 similar to last year with an RPi of 2.8%+1% as per Gov increase= 3.8%
Youth leader set contract £35,811
Pension schemes £14,889
Slight increase on telephone from actual of £3,820 to £4,000
Policing £45,000, increase of £5,000 due to rising costs of Insurance and equipment.
Police Admin costs £13,500 same as 2025 estimates, paperwork completed by the Chef de Police. Not part of his voluntary duties.
Similar figures in line with previous years for Constables and Rectors honorariums.
Audit and Accountancy fees-modest increase.
Rates Experts. Figure increased from £1,000 each to £1250 each as not had a rise for over 10+ years.
Adverts £12,000 in recognition that we need to support Les Clefs magazine.
Printing , postage, stationery £19,000 in line with RPi.
Comite des Connètables £14,630- Central work -allocation for the Parishes.

Computers £26,000-Work for the Central systems used such as Rates, Dog Licences, Driving licences

Legal & Professional £12,500 same as last year's estimates

Christmas lunches £10,000 hopeful in receiving donations again.

Bank charges £10,000

Sundries £12,500 in line with actuals.

Charitable costs and Associations already discussed.

Running costs of the Community Centre previously discussed.

Refuse & Recycling- Contract £278,383 increase by RPi only.

Cimetiere a Tous les Cultes – 'Cemetery for Every Religion' £500. In line with previous year.

Tresor £37,228 due to £64,000 in reserve.

Caretaker salary 1/3rd increase of RPi £17,057

Maintenance – In line with actuals

Legal & Professional Property review. Been looked at but decided not required. Although the roof at SPYCC does need looking at over the next year or so, initial quote to replace tiles is £330,000- set reserves aside for this, the Parish has reached a point now with the ex

Procureur Roberts help we have healthy reserves.

The Accountant Don said it is important for the Parish to keep more reserves, vital for the Parish to do this.

Insurance increase to £65,000 as we know there will be an increase here.

Other staff costs £53,242 as per RPi increase + a small increase as they are asked to do more than their road duties and they would earn more elsewhere if worked privately, so shown recognition to them.

Rent received has been covered.

Mortgage payments fallen due to significant cost in interest costs.

Parish Homes-Previously discussed.

Streetlights- £29,800, final instalment of the replacement light loan has been paid so money will go to the reserve in the future.

Roads Vote as discussed £179,868

Total expenditure £1,102,598.

The estimates were approved and proposed by **Robert Surcouf** and seconded by **Eric Payn**.

Transfer to Reserves.

Special Votes

We have a balance of significant funds , estimate savings so can transfer monies into the properties and vehicle reserves.

Vehicle Reserve £50,000 this would be for a new police car, a new parish truck and a smaller van. 8 years ago we had no vehicle reserve, we put money aside just for a police car however we need to cover for any vehicle required for the parish.

Parish General Property reserve £450,000 as we hold in excess of 16 weeks of monies , we still have ample funds (hold approx. 20 weeks)

Parish Community Project Contingency £25,000. The Constable wishes to do a new project for older children, a facility which could be sports equipment, play areas or additions to the Community centre. We have £200,000 on reserves so the Constable would like to use up to £150,000 for a play area for older children. We need an investment for the older children.

The Procureur, Peter D'Anger would be involved with this and oversee the project.

Rowland Huelin put forward a proposal to, in the next financial year, use up to £100,000 from the Parish Project Reserve for a new project. This proposal was agreed and proposed by **Robert Surcouf** and seconded by **Sally Johnson**. A vote was taken which was unanimous (24 people in attendance less Deputy from another Parish).

Street Light reserve: £9,700 this is the difference from the loan that would have been paid but would be £25,000 going forward.

General reserve after votes:

Vehicle £120,000

Project £200,000 with the use of up to £150,000 for the project discussed.

Streetlights £9,700

Property (Toilets in church) £7432

General Property Reserve £972,119

Total Reserves £1,301,819

The windows in the parish need replacing which will be a significant amount to spend.

General reserves at the closing balance £428,850 (only need 16 weeks minimum which is £339,261).

The Constable asked if there were any questions, to which there were none.

5. Approve the Rates

There are two options, to leave the Rate at 1.38p or apply RPi and increase the rate to 1.42p. The Constable has thought a lot about this and the cost-of-living increase is a factor; he has sought guidance on this. If, like in the past we leave the rates then this could lead us into no reserves. Is it not better to increase the rate each year by a small amount rather than leave it and increase by a larger amount in the future with bigger impact. This extra money will not be spent; it will go into the reserves. We are able to make decisions today that we probably couldn't have done before due to the reserves.

Rowland Huelin proposed that the rate be increased to 1.42p, this was seconded by **Eric Payn**. Vote taken, two abstentions, one Deputy who cannot vote, the remainder unanimous.

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, Censitaires, 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 **Rowland Huelin** and seconded by **Robert Surcouf**.

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The assembly were all in favour that Alex Picot, Chartered Accountants, continue to be the accountants for the Parish, this was proposed by **Alan Dix** and seconded by **Jonathan Gready**.

The Constable thanked Don Connolly and his team from Alex Picot for all their hard work. All very friendly members of staff.

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

This concluded the business of the Assembly

20 July 2026

R P Vibert

Connetable