

Paroisse de Saint Sauveur
Minutes of the Douzaine Meeting held in the Lihou Room at the Community Centre at
7.00pm on Monday 26th February 2018

Present	Messrs D Bertrand (DB), J Brache (JB), Mrs C Connolly (CC), Mr R de Garis (RdG), Mrs K Fooks (KF), Messrs S Gibbs (SG), J Gillson (JG), P Harris (PH), J Norman (JN), A Tempest (AT), P Connolly (PC) and N Le Poidevin (NLP) (Senior Constable – presiding).	
Apologies	Mr M de Garis (MdG)	
Billet d'Etat	Deputy A Dudley-Owen (ADO) attended the meeting to discuss forthcoming States' business for the meetings to be held on 28 th February and 21 st March 2018. ADO left the meeting at 7.25pm	
	At 7.25 pm Mr G Chapman (GC), Parish Secretary attended.	
Ecclesiastical Remede	<p>At 7.30pm Reverend M Charmley (MC) attended the meeting with Churchwardens RAV de Garis (RdG) and R Arundale (RA) to present the 2018 Remede.</p> <p>RdG reminded the meeting that as a result of the recently enacted Church Property Law, the Ecclesiastical Remede no longer includes any costs associated with the Parish Rectory or Church Hall. The law requires the setting up of a Church Property Management Board. This will be completed at the parish meeting at the end of April and will take effect from the beginning of May. The Board will have responsibility for the Church, Churchyard and glebe land.</p> <p>The Constables will have to include any expenses associated with the Rectory and Church Hall as part of the Secular remede.</p> <p>RdG then detailed expenses totalling £25,630, explaining that this would be the total that the April parish meeting would be asked to approve as the Ecclesiastical Remede for 2018.</p> <p>There were no questions or objections to any of the expenses detailed.</p> <p>Church Property Management Board.</p> <p>SG asked for clarification as to the structure of the Church Property Management Board.</p> <p>MC explained that the law requires that the Rector and both Churchwardens are part of the Board and that there should also be 2 parish officials and 2 parishioners. The Douzaine nominates the officials and the annual parish meeting elects the 2 parishioners.</p> <p>MC went on to suggest that it would be prudent for the newly elected Board to meet soon after it was constituted so as to agree responsibilities, although he thought it wise that the Churchwardens should continue to assume responsibility for day to day affairs and financial matters. The Board would, from 2019, be the body responsible for recommending the Ecclesiastical Remede to the parish meeting.</p> <p>Churchwardens.</p> <p>MC said that RdG would be retiring after serving 3 terms as peoples' Churchwarden. RA will be proposed as replacement, and if so elected move from being the Rector's Churchwarden to People's Churchwarden.</p> <p>MC was seeking agreement that Miss A Jefferies (AJ) should be appointed as the Rector's Churchwarden. MC explained that AJ has attended St Saviour's Church all of her life, although now not living in the parish.</p> <p>NLP confirmed that the Constables had no objection to the appointment of AJ. MC said that he would now consult with the Dean of Guernsey to</p>	

	<p>formalise the appointment of JA as the Rector's Churchwarden. MC and RA left the meeting at 7.55pm.</p>	
Secular and Refuse Remedés	<p>Secular and Refuse Remedés. NLP circulated the Constables' proposal for the Secular and Refuse Remedés (copy attached to these minutes) for 2018 and confirmed that the Finance Committee was unanimous in recommending the proposal to the Douzaine. The new item of expense in the Secular Remede (formerly included in the Ecclesiastical Remede) totalling £16,900 was for the ordinary maintenance, replacement boiler, quinquennial property condition report, insurances and publication of notices, all relating to the Rectory and Church Hall. The Douzaine approved the recommended Secular Remede. Refuse Remede. NLP explained that the arrangements for the collection and disposal of refuse was to change on 2nd September 2018. However, the charging arrangements (the method of calculating the parish refuse rate) would not be changing until the beginning of 2019. The method for calculating the refuse rate for 2018 would be the same as for 2017 but with due allowance for any RPI uplift in collection costs and increase in gate fees at the disposal site. Until 2019 the parish would be charged for disposing 'black bag' and food waste (based on tonnages) at the disposal site. From September 2nd, glass and food waste will be collected separately. This will require a revision of the current arrangements with the refuse contractor. However, the Waste Disposal Authority (WDA) have confirmed that they will pay any additional collection fees that apply between September and December 2018, and that this will be by way of a further subsidy against disposal fees. The 2018 Refuse rate will include costs associated with collection and disposal of residual waste and the disposal of food waste at £222.42 per tonne. There will continue to be a subsidy (from the WDA) against the disposal costs, equal to the fees for collecting the current recyclables (blue and clear bags) for all of 2018. There will also be a second subsidy, again against the disposal costs, equal to the fees for collecting separated food waste and glass recyclables for the period September to December 2018. The Constables have calculated the refuse rate will need to be £144,150 to include collection and disposal costs (based on the average tonnage from the last 5 years). AT said that he considers the secular and refuse rate to be very fair. It was pointed out that the 2019 refuse rate would no longer include disposal costs, and therefore, likely see a reduction of £20k plus. The Douzaine approved the recommended Refuse Rate.</p>	
Refuse Contract	<p>NLP said that the Constables had been in discussions with the Refuse Contractor for several months concerning the implementation of a new 3 year contract for the collection of household refuse. The current arrangements allow for the collection of 3 strands of household waste. When the new waste strategy commences on 2nd September there is a requirement to collect 5 strands of household waste. The new arrangements will involve the collection of food waste on a weekly basis, with the 4 other strands of waste ('blue bag' recyclables, 'clear bag' recyclables, glass recyclables and residual waste) each being collected once every fortnight.</p>	

	<p>The contractor has had to purchase replacement vehicles so that 3 strands of waste can be collected simultaneously in separate compartments, and the new arrangements will take his staff longer to complete the collection round (and will require additional staff).</p> <p>It is proposed that a new contract should be agreed for 3 years. The collection costs will have an increase of 67% and there will be RPI uplifts as at present. The current arrangements for fuel costs should continue.</p> <p>NLP pointed out that the contractor has indicated that his quote is dependent on the waste disposal facility being accessible to him from 4.00am each morning, without this the contract price will substantially increase. The WDA have indicated that it is their intention for the facility to open at 4.00am but at present do not have the necessary permissions. DB proposed (and the Douzaine unanimously agreed) that the Constables should draw up a new contract to commence on 2nd September 2018 to reflect the points that NLP has highlighted.</p>	NLP/PC
Minutes of Meeting held on 29 th January 2018	With the correction of some minor points the minutes were agreed and signed by NLP.	
Matters Arising	<p>Dog Waste Bins</p> <p>NLP reminded the meeting that he had been asked to establish how much it would cost to have a dog waste bin emptied on a regular basis should one be positioned at the front of SSCC.</p> <p>A quote has now been received and to empty the bin once every 2 weeks will cost £475 each year.</p> <p>JG asked if there is a problem that warrants such expense.</p> <p>NLP explained that the question was asked following a suggestion from a parishioner.</p> <p>It was agreed that the idea should be shelved for the time being.</p> <p>Nuisance Cars – La Grande Rue</p> <p>NLP reported that the Community Police Officer has visited the location several times and has yet to find any problems. She will continue to monitor the situation.</p> <p>Cars Parking in Rue du Mont Saint.</p> <p>One of the problems identified by the number of cars parking close to the junction at Le Mont Saint end is that cars travelling from La Grande Rue are having reduced visibility as they enter Rue du Mont Saint. The Police Officer is dealing with the matter and has recently affixed warning letters to the cars concerned. The area will be monitored regularly.</p> <p>Litter in La Vieille Rue.</p> <p>Police are monitoring the situation which seems to have improved recently</p>	
Rules of Procedure	The final draft of the amended rules of procedure had been circulated to officials and the Douzaine confirmed that it was correct.	
Planning Department	There was no request to view any recent application.	
St Saviour's Community Centre – Changes to the Articles and Memorandum	<p>NLP reminded the Douzaine that several years ago the SSCC Trustees had agreed with the Douzaine that there should be some changes to these documents. The revisions were being completed by the same advocates that had drawn up the originals (free of charge) as and when they had time, - hence the delay. The Trustees had written to the Constables in January 2018 with their comments.</p> <p>DB has reviewed the documents, considered the comments from the Trustees and had emailed members with his own comments. Generally,</p>	

	<p>DB considers the amendments to be good, but there are one or two areas to be clarified, eg the number of Trustees, and whether it should be possible (if considered necessary) for the Douzaine to require a full audit of accounts.</p> <p>It was pointed out that the Property Committee has a meeting arranged with the Trustees for 5th March and that these matters could be discussed then. It was agreed that DB (although not a member of the Committee) should attend the meeting.</p>	
Correspondence	<p>Referendum – 10th October 2018, - Voting Arrangements. NLP said that the States Assembly & Constitution Committee (SACC) would be meeting early in March to finalise arrangements for the location of polling stations.</p> <p>Parish Volunteers. NLP said that the co-ordinator of the Floral St Saviour Group has suggested that there should be a ‘flyer’ included with the 2018 rates accounts asking people to consider supporting the parish by taking on roles as parish officials or volunteering in other capacities. It was agreed that this should be done.</p> <p>Plurality – Torteval. NLP confirmed that he had written to Torteval asking for a contribution towards the costs of the St Saviour’s Rectory. Torteval’s Constables had confirmed that the Douzaine would be discussing the matter at their February meeting.</p>	NLP/PC
Any other Business	<p>Douzaine Liaison Group. KF reported on the most recent meeting of the Douzaine Liaison Group, a copy of the meeting notes is attached to these minutes.</p> <p><u>Development and Planning</u> – the Planning Department will be seeking assistance from parishes to identify untidy sites, which it is hoped can be tidied up when new legislation is enacted.</p> <p><u>High Hedges</u> – there will be a media release to Guernsey Press to highlight this matter.</p> <p><u>Referendum</u> There will be a further update from SACC in June concerning the actual format for the referendum. It is hoped that each parish will nominate someone to work on a group so that information can be fed back to officials who will be manning the polling stations.</p> <p>Granite Direction Signs. RdG congratulated AT on the standard of the signs that AT has so far repainted.</p> <p>Data Protection. PH said that it was his understanding that there was no confirmed date for the new data protection law to commence.</p> <p>Neuf Chemin Road, junction with Sous L’Eglise. AT pointed out that Churchgoers are parking cars in Neuf Chemin Road, too close to the junction with Route des Sous L’Eglise, and are making it difficult for cars exiting Route des Sous L’Eglise to view traffic approaching the junction from Neuf Chemin Road. RdG said that this has been a problem previously and that he would ask Reverend Charmley to remind the congregation to consider other road users when parking their cars (at the next Sunday Service).</p>	
	There being no further business the meeting closed at 9.30pm	
	The next meeting is to be held at the Douzaine Room at 7.00pm on Monday 26 th March 2018.	