



An Assembly of the Principals and Electors of the Parish will be held in the Parish Hall on Tuesday 27th July 2021 at 7.30pm for the following business:

- 1) Receive and if deemed advisable approve the Minutes of the Parish Assembly held on Thursday 13th May 2021.
- 2) Receive and if deemed advisable adopt the audited accounts of the Connétable for the financial year ended 30th April 2021. The said accounts having been examined and unanimously approved by the Committee named for that purpose.
- 3) To place at the disposal of the Roads Committee the amount required for the upkeep and maintenance of the byroads during the financial year 2021/2022.
- 4) Approve the estimates of the funds required by the Parish for the financial year ending the 30th April 2022.
- 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 Comité to examine the accounts of the Connétable for the year ending 30th April 2022.
- 7) Approve, and if deemed advisable, make a donation to the Association of Jersey Charities funded from the General Accumulative Account.
- 8) To appoint auditors to audit the Connétables accounts for the Parish for the year ending 30th April 2022.
- 9) To discuss a proposal, and agree or otherwise, to enter into an agreement with the Youth Service concerning the Gorey Youth Project (Youth Club).

PARISHIONERS ARE ENCOURAGED TO ACCESS THE ACCOUNTS ONLINE FROM THE PARISH WEBSITE www.parish.gov.je/grouville OR COLLECT THEM FROM THE PARISH HALL. EMAIL ANY QUESTIONS TO grouville@pog.gov.je OR TELEPHONE 852225 BETWEEN 8AM AND 4PM WEEKDAYS. MASKS MUST BE WORN.

Parish Meeting

Following closure of the Parish Assembly, Parishioners are invited to remain for a presentation open discussion about the Island Identity project which will be delivered by Deputy Carolyn Labey.

The Connétable opened the meeting welcomed everyone and introduced the Auditor, Jason Lees-Baker, Partner of Grant Thornton. The Connétable explained that even though the restrictions have



been eased some people are still fearful of being in an enclosed space. There were 15 Parishioners present.

Apologies were received from Rev Helen Gunton, Stanley Payn, Tony Powell, and Peter Le Cuirot.

1. Receive and if deemed advisable approve the Minutes of the Parish Assembly held on Thursday 13th May 2021.

The minutes were proposed by Centenier John O'Brien and seconded by Procureur Bernard Rebours

2. Receive and if deemed advisable adopt the audited accounts of the Connétable for the financial year ended 30th April 2021. The said accounts having been examined and unanimously approved by the Committee named for that purpose.

The auditor, Jason Lees-Baker thanked the Connétable, the Parish Secretary, the administration bookkeepers and accountant. He reported that the audit was largely complete and is presenting a clean audit for the Parish.

Jason explained that he will present an Audit Findings report to the Parish which will detail the risks and judgements.

Revenue Cycle

The Parish rates is the main revenue. The auditor takes a 3-pronged approach.

- Evidence
- Substantive evidence
- Substantive evidence testing statistics

There were no findings of material misstatements

Management Override Controls

Checks were made of Journal entries, unusual statistics, and preparation of the financial statements.

There were no findings of override controls.

Expenses

Expenses are of significant risk the auditor looked at key controls and approval of expenses. They checked related parties and transactions and compare to minutes of meetings. They traced samples of expenses.

There were no findings and therefore, considered this to be materially correct.

Acquisition of the land strip (Petanque) March 2021

The auditor confirmed the land purchase was recognised as requesttes and not as fixed assets, in line with historical practice and that of other Parishes of Jersey.

The auditor is content with the treatment of the Financial Statement.

New Issue

The auditor reported a lack of control over the hours that DB Cummins Ltd worked for the Parish as a related party. The hourly rate was set. However, the Parish had agreed and a control will be put in place.

Journal Entries



Evidence a formal review of journal entry errors and spotting unrecognisable differences. There is a marked reduction in unrecognisable differences. This is due to the bookkeepers using accrual accounting rather than cash accounting. The auditor praised the parish and bookkeepers for adopting this approach.

Related Parties

The Parish has a list of all related parties including a conflict-of-interest register.

There were no incidences of a data breach relating to the rates system (RMS) Raised as there was one some years ago.

Risk Assessment

The auditor acknowledged there is a risk assessment in place for the Parish, but he would like to see this evidenced as being looked at monthly in Procureurs meetings.

Cyber Security

The auditor reported that in previous findings they had picked up the restoration of data. However, this will all change this year as the Parishes move to M365. This finding will fall away.

The auditor wished to report that Grant Thornton remains independent to the Parish.

GT wrote to the Parish bankers to request confirmation of balances held. On the confirmation it was revealed that the Parish hold an account called Friendship Club and another called Trusts. This will be detailed in the letter of representation.

The auditor was pleased to present a clean audit. The Connétable asked for questions from the floor. No questions were raised.

The audited accounts were proposed by Procureur Bernard Rebours and seconded by Adrian Le Gal

The Connétable thanked the staff as they have managed well during yet another challenging year. Whilst the doors may be closed every now and again the staff are always there to answer the door and respond to calls and emails.

The Connétable asked all those present to turn to the Connétables report whilst he read sections of it and offered an explanation. There were no questions.

The Connétable continued by talking through the statement beginning with page 1.

Page 1. of the financial statements

Tresor – set at £26,000.00 this is set at the same rate as last year due to the church quinquennial report due and the unknown expense resulting from it.

General Expenses – These are all very similar to previous year.

The Connétable asked if there were any questions. No questions were raised.

Administration The pension figure increased due to a staff member becoming permanent.



Honorary Police Costs – The Connétable explained that the Honorary Police had grown in number and that Vingtenier Drew Livingston had taken on the accounts and budgeting of the accounts and is doing a great job.

Frais du Bureau – This sum is used to support such things as paying for some Chelsea Pensioners to enjoy a meal during Remembrance weekend and refreshments for the Battle of Flowers after their parade.

Legal and Professional - The Parish needs to be regulated and occasionally requires advice.

Supervisory – This equates to the running of the service and IT costs relating to the new Parish website.

Page 2.

Roads - repairs will be done shortly.

Tows – Towing cars has become more expensive. They require lifting to a lorry. Tows are recovered from the vehicle owners mostly but sometimes the vehicles end up being disposed of.

Driving Licence Operational Costs – these are up due to the necessary purchase of more blank cards.

Fines – Fines are down as due to the Pandemic very few fines were issued.

Requettes

Donation to the Youth Club- The Procureurs and Connétable would like to increase the donation from £12,000.00 to £14,000.00.

Fire Safety – slightly less than thought from £20,000.00 to £12,000.00 so the amount reduced.

Liberation75/Platinum Jubilee – kept the same in anticipation of some sort of celebration.

Honorary Police Radios – These are a requirement.

Bake House - £60,000.00 Quote received for the repair.

Parish Hall Roof - £30,000.00 The Connétable explained that the roof is 150 years old. This sum will pay for the preliminary work to be done - planning applications and research into costings etc. This is likely to cost a substantial amount possibly £200,000.00 to £300,000.00. This work will also ensure the hall is compliant with all the latest building regulations regarding insulation therefore reducing the Parish carbon footprint.

Heating

£25,000.00 Moving from oil fired heating to electric will also help reduce the Parish carbon footprint.



The Connétable asked if there were any questions from the floor. Deputy Labey apologised from not asking before but asked why there are funds budgeted (£2,500.00) for events held after the financial year end, 30th April 2022? The events being the Liberation which takes place in May and the Jubilee which will take place in June. The Connétable said there will be some expenditure before the year end. We will carry the budget forward.

Page 5. The Balance Sheet

This speaks for itself.

Page 6. General Revenue Account

The Connétable explained that this is slightly misleading due to not having as many expenses because of the Covid 19 pandemic.

Permits - Income has gone down due to Parishioners not able to travel therefore not requiring International Driving Permits. This income will go up as the restrictions ease.

Tresor - fairly predictable and in line with previous years.

Administration

Salaries are down because there are not enough staff.

Carried forward to page 7.

Refuse – price goes up slightly each year.

Dog Licenses – income up due to the staff chasing late payers.

3. To place at the disposal of the Roads Committee the amount required for the upkeep and maintenance of the byroads during the financial year 2021/2022.

Page 8. Roads Account

The Roads income and expenditure is straight forward, and the amount required is the same as the previous year of £103,000.00.

This sum was proposed by Procureur John Lamy and seconded by Deputy Carolyn Labey.

Page 9. La Croix Cemetery

Once again income slightly down on the previous year.

Page 10. Maison Le Maistre Fund

The Connétable explained that Maison Le Maistre is made up of 10 housing units. Therefore, they are always kept separate in the accounts. They are a Parish asset, and the income is there in case of difficulty.

The Connétable asked if there were any questions from the floor? No questions were raised.



4. Approve the estimates of the funds required by the Parish for the financial year ending the 30th April 2022.

After a full explanation of the estimate of the funds required to run the Parish the Connétable asked for a proposer and seconder.

The estimates were proposed by centenier Tessa Daniel and seconded by Centenier John O'Brien

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.

The Connétable explained that over the years the rate should have been put up gradually. In the past we have upgraded the Church, shed and rectory and now it is the turn of the Parish Hall roof. The Connétable recommends to the assembly the rate should be increased to 0.99.

The rate of 0.99 was proposed by Procureur Bernard Rebours and seconded by Centenier John O'Brien.

6. Name a Comité to examine the accounts of the Connétable for the year ending 30th April 2022.

The Connétable advised that the comite usually comprised of the heads of each committee in the Municipality namely: The Connétable, Procureurs Rebours and Lamy, Stanley Payn, Centenier Nick Andrews, Anthony Powell, Reverend Helen Gunton and Drew Livingston.

The comite were voted en bloc proposed by Centenier John O'Brien and seconded by Vingtenier Wendy Lange-Smith.

7. Approve, and if deemed advisable, make a donation to the Association of Jersey Charities funded from the General Accumulative Account.

The Connétable explained that we usually vote to donate £9,000.00 to the Association of Jersey Charities. He asked if anyone had any questions? **Deputy Labey proposed that the donation be increased from £9,000.00 to £12,000.00 due to the number of requests of help the association has received during this uncertain time. This was seconded by Vingtenier Drew Livingston.**

8. To appoint auditors to audit the Connétables accounts for the Parish for the year ending 30th April 2022.

The Connétable explained that he is happy with the current auditors, Grant Thornton, and would like to see them audit the accounts for another year.

This was proposed by Vingtenier Tract Laurent and seconded by Vingtenier Wendy Lange-Smith

9. To discuss a proposal, and agree or otherwise, to enter into an agreement with the Youth Service concerning the Gorey Youth Project (Youth Club).

The Connétable explained and read the Partnership agreement to the Assembly. The Youth Project would like us to enter a partnership until 2024. This would commit the Parish to a Partnership but not the fee as this will be voted for at the budget assembly. This would ensure the payment would reach them by the end of September each year.



Procureur Bernard Rebours asked if it ties us up to it until 2024? Is it subject to the Parish Assembly? The Connétable replied yes but the amount is not fixed as the Parishioners will need to vote for it.

This partnership was proposed by Centenier John O'Brien and seconded by Adrian Le Gal.

In summing up the Connétable thanked the Procureurs for their great support and all the helpful advice he received from the accounts committee. He also thanked the Parish Secretary and office staff together with Gilbert the auditor on site and of course the team at Grant Thornton.

The Parish Assembly closed 8.40pm

Deputy Labey continued to present a short film about the Island Identity Project.