

PARISH OF ST LAWRENCE



Minutes of the Parish Assembly

Held on Tuesday 7<sup>th</sup> May 2024 at 7.00p.m.

Assembly Room, St Lawrence

**Present:** 22 Principals and Electors

**Welcome:**

The Connétable welcomed all present.

**Apologies:**

Rector Phil Warren, Procureur Bruce Harrison

**Deputies in Attendance:**

Deputy Kirsten Morel, Deputy Andy Howell, Deputy Elaine Millar and Deputy Hilary Jeune

Minutes taken by Parish Secretary Mrs Leasa Nozedar.

**Convening Notice:**

An Assembly of the Principals and Electors of the Parish will be held at the Parish Hall on **Tuesday 7<sup>th</sup> May at 7.00pm** for the following business:

1. To receive and, if agreed, to approve the Minutes of the Parish Assembly held on 14<sup>th</sup> November 2023.
2. To consider and, if agreed, to appoint a builder to undertake to completion the building of two new Sheltered Housing units, to include renovation of the Militia Building and demolition of Maison du Gardien and the ancillary units. Approved Planning Application Number P/2024/0341.
3. To consider and if agreed, to authorise the Connétable and Procureurs to ensure that the scheme is funded through Sheltered Housing funds and the Parish Property Capital Expenditure Fund as required.

Deidre Mezbourian

**Connétable de St Laurent**

**30 April 2024**

- 1. To receive and, if agreed, to approve the Minutes of the Parish Assembly held on 14<sup>th</sup> November 2023.**

The Connétable asked for a proposer and seconder for the minutes. They were proposed by Mrs Ann Pilley and seconded by Mrs Jenny Cartwright.

On a show of hands, all were in favour with none against; the Minutes having been approved were signed by the Connétable as President of the Assembly.

- 2. To consider and, if agreed, to appoint a builder to undertake to completion the building of two new Sheltered Housing units, to include renovation of the Militia Building and demolition of Maison du Gardien and the ancillary units. Approved Planning Application Number P/2024/0341.**

The Connétable introduced Procureur Steve Linney and Mr Harris Collie of Harris Collie Architects to the Assembly before giving a brief resumé of the proposed works. She explained that the Militia building has a Grade 2 listed building status [as does the entirety of the Parish Hall building and

grounds]. The proposal was to convert the Militia building into a new Parish [ground floor] meeting room, with additional offices for administration/Honorary Police use. The Connétable reminded the Assembly that Maison du Gardien did not meet [and had not met for a number of years] with acceptable housing standards [for letting].

The Connétable gave a brief outline of the process that had been undertaken to reach Approved Planning Application Number P/2024/034. The original in principle outline proposal had been taken to a Parish Assembly on the 11<sup>th</sup> July 2016, when Parishioners gave the authority to explore Planning options.

The Connétable opened the floor to questions.

Mr Steve Carter asked the Connétable if the first set of drawings had been accepted by the Planning Department? In response, the Architect, Mr Collie, confirmed that as with many Planning Applications, discussions had taken place with the Planning Department. It had been a lengthy process because of the Grade 2 listed building status and therefore advice had been sought from the Jersey Architecture Commission and from the Principal Planning Officer, after which minor amendments had been made.

Deputy Morel asked what was involved in the tender process and how much the project would cost? The Connétable advised the Assembly that Quantity Surveyors HLG Associates had been appointed to deal with the tender process on behalf of the Parish. They had already approached a number of building contractors re expressions of interest, however, nothing more had been done before the outcome of the evening's Assembly decision. Procureur Steve Linney added that HLG Associates have provided the Connétable with an estimate which includes a large amount for contingency.

Having discussed the Parish approach, should the recommended tender exceed the estimate, in response to Deputy Morel, the Connétable proposed that she would come back to the Assembly for approval.

Mrs Ann Pilley asked the Connétable when the work would commence. The Connétable advised that should approval be given at the Assembly the tender process would start in June for work to begin in the Autumn.

There being no further questions the Connétable asked for a proposer and seconder to appoint a builder to undertake to completion the building of two new Sheltered Housing units, to include renovation of the Militia Building and demolition of Maison du Gardien and the ancillary units. Approved Planning Application Number P/2024/0341. She reiterated that if the recommended tender exceeded the estimate, she would call another Assembly for consideration and approval before progressing.

Proposed: Mr Steve Carter  
Seconded: Deputy Kirsten Morel

On a show of hands, all were in favour with none against.

**3. To consider and if agreed, to authorise the Connétable and Procureurs to ensure that the scheme is funded through Sheltered Housing funds and the Parish Property Capital Expenditure Fund as required.**

Procureur Steve Linney informed the Assembly that there was currently £1.4 million in the Sheltered Housing Fund and approximately £500,000 in the Parish Property Capital Expenditure Fund. The Sheltered Housing's annual rental income is between £50,000 to £90,000 per year, but if a tenant moves out the flat is refurbished and could cost, up to £15,000 [or more].

The Connétable opened the floor to questions. There being no questions, the Connétable asked for a proposer and seconder to authorise her and the Procureurs to ensure that the scheme is funded through Sheltered Housing funds and the Parish Property Capital Expenditure Fund as required.

	Proposed: Centenier James Gray Seconded: Deputy Kirsten Morel  On a show of hands, all were in favour with none against.
	<b>4.</b> The Connétable thanked everyone for attending. She thanked Harris Collie, who has spent a lot of time on the project, Procureur Bruce Harrison for taking the lead on the project on her behalf and Procureur Steve Linney for keeping a close eye on the finances.
	<b>Meeting Closed:</b>
	<b>5.</b> There being no further business the Connétable declared the meeting closed at 8.00pm.

Signed:.....

Date.....

**Deidre Mezbourian, Connétable**  
**President of the Assembly**