



GOVERNMENT OF BERMUDA
MINISTRY OF TOURISM, CULTURE AND SPORT

PATI Information Statement

Name of Public Authority: Paget Parish Council

Introduction:

Overview of Public Access to Information Act 2010.

The purpose of the Public Access to Information Act (PATI) 2010 is to:

- Give the public the right to obtain access to information held by public authorities to the greatest extent possible, subject to exceptions that are in the public interest or for the protection of the rights of others.
- Increase transparency, and eliminate unnecessary secrecy, with regard to information held by public authorities
- Increase the accountability of public authorities
- Inform the public about the activities of public authorities, including the manner in which they make decisions
- Have more information placed in the public domain as a matter of course.

In summary, the purpose of the Paget Parish Council Information Statement is to provide access to information held by a public authority.

Section A: Structure, Organization and Legislation [s5(1)a]

The Paget Parish Council is currently comprised of twelve Paget residents who are appointed by the Minister for Parish Councils. Such appointed persons volunteer their time to conduct the business of the Council.

| | |
|---------------------------------|-------------------|
| William (Bill) Pitman, Chairman | Angelika Davis |
| Darren Booth | Curtis Williams |
| Davida Morris | James Eli |
| Jerome Reid | Michael Stovel |
| Nick Duffy | Virginia De Silva |
| Kayla Swan | Ian Coles |

The Council Clerk is a paid, part time position and reports to the Council Chairperson. The Clerk is responsible for the day-to-day running of the Council's activities. The employed Clerk is currently Ms. Jodi Virgil.

Each Council member also serves on one or more Sub-Committee's for the following areas:

Red Hole Committee: supervises the Paget Waterlot property that includes the maintenance of the dock, boat yard building, pier, parking and signage.

Scholarship Committee: reviews scholarship applications, interviews short-listed candidates and selects the awardees for The Paget Parish Undergraduate Scholarship (overseas students) and The Robert J. Wright Scholarship (Bermuda College).

Finance Committee: oversees the Council's finances, reviews and approves budgets, assists with the annual Government audit process, and makes recommendations to the full Council – particularly in regard to any grant requests that the Council may receive to fund a school or sports programmes.

Care & Wellness Committee: performs due diligence on funding requests from Paget resident for financial aid, or for special events where the Council would like to know more about the person making the request, the event &/or the organizers. The committee also guides and assists the Parish Council with wellness initiatives, promoting a healthy living.

Road Safety Committee: reviews safety issues brought to the Council's attention, advocates to Government Departments (W&E, Police, TCD, others) for safety improvements with requests for specific works such as crosswalks, flashing beacons, speed bumps, and signage.

Governance Committee: ensures that the Council fulfills its legal, ethical, and functional responsibilities through adequate governance policy development, recruitment strategies, training programs, and monitoring of the Council's activities.

The full Council meets monthly with the exception of a summer hiatus and sub-committees meet year round on an as-needed basis.

Legislation

[Parish Councils Act 1971](#)

[Parish Councils Amendment Act 2022](#)

[Paget Waterlot Act 1954](#)

Section B: I) Functions, powers, duties of the Authority [s5(1)b]

Purpose:

The Paget Parish Council ('the Council') serves the residents of Paget by:

- Liaising with the Bermuda Government on issues concerning Paget Parish
- Working for the benefit of all residents of Paget
- Managing the Waterlot property at Red Hole
- Safeguarding historical records of the Council and Paget Parish Vestry
- Awarding scholarships to university students, residing in Paget

Mission Statement: Working for the benefit of the residents of Paget

Section B: 2) Obligations under PATI Act [s5(1)b]

The Council carries out its legislative functions under the various acts of parliament (see Legislation).

The Minister may, after consultation with the Parish Council, give such general policy directions to the Council in the performance of its statutory functions as it appears to the Minister to be necessary in the public interest. The Council also maintains its financial affairs in a manner as the Accountant General may direct which are reviewed yearly by the Office of the Auditor General.

Section C: Services and Programmes [s5(1)c]

Services:

1. Identify areas of risk plus promote development and improvement plans within the Parish
2. Build sustainable relationships with the residents and other stakeholders
3. Implement an administrative, operational and good governance structure that enables effective Council controls
4. Generate revenue and ensure stability through the effective management and utilization of the Paget Parish Waterlot at Red Hole:

Thanks to the late Mr. Olney and Mrs. Cornelia Jones, all residents of Paget have access to the ocean via the Red Hole Dock and adjacent beaches on Harbour Road in Paget. This property was given in trust to the people of Paget and legislated by the Paget Waterlot Act 1954. The Paget Parish Council manages the property in line with the wishes of the Jones family.

Through this gift, the Council earns revenue through the rental of the Boat Yard, nineteen walk-on dock berths, and punt storage in Red Hole. This revenue allows the Council to provide benefits to the residents through the following programmes:

Programmes:

- Annual Scholarships to Paget overseas undergraduate university scholars
- Available Scholarship to Paget students attending Bermuda College
- Donations to Paget schools
- Sponsorship of the Paget Titans Youth Programme
- Advocacy for road safety improvements and requests for specific Govt. work
- Support Keep Bermuda Beautiful community clean-ups in Paget
- Available funding to Paget residents for specific urgent needs
- Host an Annual General Meeting open to all residents of Paget
- Promotion of the Health Department's Wellness initiative

The Council does not receive funding or grants from the Government and through careful financial management and planning of the trust, does not exceed the revenue.

Section D: Records and documents held [s5(1)d]

- Minutes of monthly meetings, Annual General Meetings, and sub-committees meetings
- Annual Audited &/or Reviewed Financial Statements
- Annual Operating Budgets, including sub-committee budgets
- Boatyard Lease for the boatyard property at Red Hole
- Dock Berths Rental Agreement/ Terms & Conditions
- Insurance Contract
- Revenue Schedules
- Government Foreshore Leases

Section E: Administration (all public access) manuals [s5(1)e]

The PPC Administration Manual includes:

- all policies and procedures to which the Council adheres, including Financial Instructions as set out by the Government of Bermuda and public sector accounting standards generally accepted in Bermuda and Canada
- governance - Acts
- banking – signatories, cash controls, financial risk management
- financial statements, preparation and reviews
- members, meeting schedule, Minutes, approval of Minutes, sub-committees, terms of reference
- record-keeping and document retention
- document back-up and recovery information
- controls for approval of payments, preparation of accounts and the annual audit process
- communications – ads, media, website and social media

Section F: Decision-making documents [s5(1)f]

The Council carries out its legislative functions under the various acts of parliament.
(See Legislation section)

Section G: The Information officer [s5(1)g]

The Paget Parish Council Information Officer is Mr. William S. (Bill) Pitman

Section H: Any Other Information [s5(1)h]

Further information is available on the Paget Parish Council website or by contacting the Paget Parish Council directly.

Paget Parish Council
P.O. Box DV 473
Devonshire DV BX

Email: Paget.Parish@outlook.com

The PATI Officer for all Parish Councils:

Government of Bermuda

Permanent Secretary
Ministry of Tourism, Culture and Sport
Government Administration Building
30 Parliament Street
Hamilton HM 12
Bermuda
Tel: (441) 295-5151

Section I: Any Other Information To be Provided? [s5(1)i]

No other information.

Section J: Information Statement: Copies and Updates [s5(2,3,4,5)]

Every public authority shall update its information statement at least once a year, and make it available for inspection by the public at reasonable times by [s5(1-5), PATI Act]:

Date Information Statement was updated: 23rd January, 2026

Locations of Information Statement:

| | |
|---|-----|
| • Your principal office: There is no permanent address | NO |
| • The Bermuda National Library; | YES |
| • The Bermuda Archives; | YES |
| • Available electronically, | YES |
| • Website for public authority www.gov.bm/content/paget-parish-council | YES |
| • Have you published a notice in the Gazette indicating the places where the information statement is available for the public? | YES |
| • With the Information Commissioner. | YES |

Signed: Well —

Date: 23rd January, 2026