

Parish Councillors Basic Allowance - Regulation 25

Chadwick End Parish Council will pay a basic allowance each year to its Chair and Councillors (Regulation 25). The amount payable to the Chair will differ from that of Councillors because of the extra duties that are required of the Chair. The allowance is not a salary. It is a figure, which is calculated to cover the expenses, which are normally associated with the basic duties of being a local councillor. Travelling and subsistence allowances are treated separately (refer to Expenses policy)

As soon as reasonably practical after setting the levels at which the allowance is to be paid and to whom, the Clerk will arrange for publication on the noticeboard and website, for a period of at least 14 days, a notice containing the following information:

- (a) any recommendation in respect of parish basic allowance
- (b) the level or levels at which the authority has decided to pay the parish basic allowance and to which members it is to be paid; and

The council will keep a copy of the information referred to in the notice available for public inspection on reasonable notice.

The Clerk is required to maintain records of payments made in respect of the allowances specifying the name of the recipient and the nature of the allowance. These records can be inspected by any local government elector for the parish without payment of a fee upon giving reasonable notice.

At the end of each financial year the Council must publish a notice on the website and on the noticeboard for a period of at least 14 days stating the total amount that it has paid for the parish basic allowance.

Option to Forgo an Allowance - Regulation 32

A member is able to forgo all or any part of their entitlement to the above allowances

The annual Basic Allowance is:

£180 for the Chair and £120 for Councillors.

This will be paid at the end of each financial year, pro rata.

Date of review - March 2021