



Members Allowances/ Expenses Policy

Members will not receive a parish basic allowance. The Chairman will receive an annual allowance set during the precept process. Round sum allowances will not be paid and the Chairman will be entitled to claim proper and reasonable expenses up to the amount set against supporting receipts.

The Planning Committee Chairman may claim mileage within the parish on planning duties up to a maximum of £120 per annum. The Planning Committee Chairman can put forward a claim for out of pocket expenses in addition to mileage.

Council members may claim the recommended rate for travel expenses laid down by NALC. The excess of any mileage allowances paid to Councillors over and above the prevailing HMRC rate should be taxed through the payroll and a P9D completed at the end of the year, to be compliant with legislation and any dispensations held by the Council.

Every Councillor may claim one ream of paper per year for Council business use.

The Parish Council holds a dispensation for tax for fees for professional bodies for staff members, which means that fees for professional bodies do not need to be reported on the P11D at the end of the year. (16th August 2011 ref LC/SEC/SO889/765/C302/AC)

The Parish Council also holds a dispensation for reporting travel by road (excluding mileage allowances), rail, air and sea, but excluding ordinary commuting and subsistence. (28th November 2011 ref LC/SEC/S0664/765/C302/GS)

November 2015

To be reviewed November 2017