

**Blaby District Council**  
**Parish Remuneration Panel**

**Date of Meeting** 28 September 2015  
**Title of Report** **Parish Council Remuneration – consideration of allowances and expenses for Parish Councillors**  
**Report Author** Democratic Services & Governance Manager

**1. What is this report about?**

- 1.1 To seek the views of the Remuneration Panel with respect to the payment of allowances and expenses to Parish Councillors.

**2. Recommendation**

- 2.1 That the Remuneration Panel provides comments on a scheme of allowances and expenses in respect of Parish Councils.

**3. Reason for Decision(s) Recommended**

- 3.1 It is appropriate for the Parish Remuneration Panel to consider requests from Parish Councils to advise on what allowances or expenses should be paid.

**4. Matters to consider**

4.1 Background

There are currently no reports or recommendations from the Parish Remuneration Panel in respect of allowances or payment of expenses for Parish Councillors.

There are 19 Parish Councils, 1 Town Council and 4 Parish Meetings in the District area. A parish council is the lowest, or first, tier of local government. They have elected representatives known as parish Councillors and are responsible for areas known as parishes. They can provide and maintain a variety of important and visible local services including allotments, bridleways, burial grounds, bus shelters, car parks, commons and open spaces, community transport schemes, community safety and crime reduction measures, events and festivals, footpaths, leisure and sports facilities, litter bins, public toilets, comment on planning applications, street cleaning and lighting, tourism activities, traffic calming measures, village greens and youth projects. The size of the Parish Council varies greatly as does the amount of

council tax (precept) they receive and as such the amount of budget they have.

The Local Authorities (Members' Allowances) (England) Regulations 2003 govern the payment of allowances and expenses to members of parish councils.

The establishment of an independent remuneration panel is automatic in respect of the allowances payable to members of a district, county council and London Borough Council. This is not the case for the consideration of Parish allowances and expenses. Following an approach from a Parish Council the District Council as principal authority has established this Panel to consider payment of allowances and expenses.

A Parish or Town Council can then determine whether or not to pay allowances and expenses having regard to the advice of this panel.

Regulation 28(1) provides that a parish remuneration panel must produce a report making recommendations, in accordance with the provisions of Reg 29, as to

- (a) the amount of parish basic allowance payable to members of the parish councils it was established for and

- (b) the amount of travelling and subsistence allowance payable to members of such authorities

Regulation 25 (2) provides that a parish council can determine to pay a parish basic allowance, to its chairman only or to each of its members. Members are limited by Regulation 25(10) to mean elected members, but it must have regard, to the recommendations which have been made by a parish remuneration panel.

Regulation 26 (1) provides that a parish council may pay to its elected and co-opted members allowances in respect of travelling and subsistence, including an allowance in respect of travel by bicycle or by any other non-motorised form of transport, undertaken or incurred in connection with the performance of any duty within one or more of the following categories

- (a) the attendance at a meeting of the council or of any committee or sub-committee of the council , or of any other body to which the council makes appointments or nominations, or of any committee or sub-committee of such a body;

- (b) the attendance at a meeting of any association of authorities of which the council is a member;

- (c) the performance of any duty in pursuance of any standing order made under section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;

(d) the performance of any duty in connection with the discharge of any function of the council conferred by or under any enactment and empowering or requiring the council to inspect or authorise the inspection of premises; and

(e) the carrying out of any other duty approved by the council, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the council or of any of its committees or sub-committees.

### **Current Position**

A survey has been undertaken of the local councils and the result is attached at Appendix A.

The payment of allowances and expenses varies widely across the Country both in terms of whether payment is made at all and in relation to amounts, however all allowances are modest amounts.

#### **4.2 Proposal(s)**

The Parish Remuneration Panel are asked to consider the following requests from the Parish Councils and form conclusions regarding allowances and expenses to enable a report to be provided to Parish Council's giving guidance and opinion for their use.

1. Should an allowance be payable to a member of a Parish Council?
2. Should an allowance only be payable to a chair/vice chair or any other position of a Parish Council?
3. Should expenses be payable to all members of a Parish Council if meeting the requirements of the Regulations a-e?
4. Can co-opted members be treated in the same way as elected members when considering payment of allowances and expenses (a request to consider this was received from Glenfield Parish Council)?
5. Give advice as to the appropriate level of allowances
6. Give advice as to the appropriate level of mileage rate
7. Give advice as to the payment for subsistence

#### **4.3 Relevant Consultations**

All Parish Councillors were consulted for their comments and current positions.

### **5. What will it cost and are there opportunities for savings?**

- 5.1 The costs in relation to allowances and expenses would be met from the parish budgets and is a matter for consideration by the Parish itself when determining whether it is to pay allowances and expenses.

**6. What are the risks and how can they be reduced?**

6.1 Not applicable.

**7. Other options considered**

7.1 None, the Remuneration Panel is asked to offer comment on these areas

**8. Other significant issues**

8.1 In preparing this report, the author has considered issues related to Human Rights, Legal Implications, Human Resources, Equalities, Public Health Inequalities, and Climate Local and there are no areas of concern.

**9. Appendix**

9.1 Appendix A – Responses from Parish Councils

**10. Background paper(s)**

10.1 An advice note from NALC regarding this issue is also attached.

10.2 The Local Authorities (Members' Allowances) (England) Regulations 2003

**11. Report author's contact details**

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