

LITTLE OAKLEY PARISH COUNCIL

MEMBERS EXPENSES POLICY

Adopted 14th July 2021 (Minute Number 21/052)

Reviewed 9th July 2025 (Minute Number 25/030)

Next Review Date July 2027

1. Councillor's Allowances

- 1.1 In accordance with the Local Government (Members' Allowances) (England) Regulations 2003 and the Local Government (Members' Allowances) (England) (Amendment) Regulations 2003, any Parish Council wishing to pay allowances or travel and subsistence to its councillors has to have in place an agreed and publicised Scheme of Allowances, and in making or amending such a scheme will need to demonstrate that it has considered recommendations from a Parish Independent Remuneration Panel [PIRP].
- 1.2 Little Oakley Parish Council accepts the recommendations made by the PIRP (appointed by Tendring District Council) in January 2023. These can be found on the Parish Council's website at www.littleoakleypc.org.uk/financial-reports

2. Chairman's Expenses

- 2.1 Reimbursement of travel and subsistence expenses to attend events to which the Chairman has received an official invitation through the Clerk. (The HMRC approved mileage rates applicable at the time will be used for private vehicles.)
- 2.2 Reimbursement of the cost of any tickets for events to which the Chairman has received an official invitation through the Clerk.
- 2.3 If the Chairman is unable to attend an event to which they have received an official invitation through the Clerk, any other Member may be requested to attend as a substitute. In these instances the deputised Member will be reimbursed according to 2.1 and 2.2 above.

3. Members' Expenses

- 3.1 Members attending training courses or other events which the Council has requested they attend as the Council's representative(s) will have their travel and subsistence expenses reimbursed. (The HMRC approved mileage rates applicable at the time will be used for private vehicles.)