

**WEST HILL PARISH COUNCIL**

**NOTICE OF MEMBERS' ALLOWANCES (PARISH BASIC ALLOWANCE)**

The Local Authorities (Members Allowances) (England) Regulations 2003 state that a Parish Council may pay a basic allowance to its members, subject to certain rules:

- a. Recommendations by the District Council about the levels of allowance.
- b. Equality – save for the Chairman, the allowance must be the same for every elected member. Appointed and co-opted members are not entitled to it.
- c. Chairman – the Chairman may be paid a greater parish basic allowance than the elected members.
- d. Annual – the allowance is an annual allowance and it not, therefore, related to a specific expense.
- e. Entitlement – a member may elect to forego his/her entitlement to all or some of his/her allowances.

The parish basic allowance is treated as income from an office (ie the office of Councillor) under the Income Tax Acts.

West Hill Parish Council pays an annual allowance to all members who wish to claim it. The allowance covers out of pocket expenses incurred by Councillors as a result of their work for the Parish Council within the Parish e.g. mileage, telephone calls, stationery etc.

In addition, Councillors are entitled to claim mileage and related expenses for journeys outside the Parish via the West Hill Parish Council expenses claim form. Mileage for journeys outside West Hill is payable at 45 pence per mile for the first 10,000 miles. In addition, 5 pence per passenger per mile may be claimed, where applicable.

The Parish Council basic allowance for members relates to 7% of the East Devon District Council basic allowance, and 10% for the Chairman. EDDC has not increased its basic allowance since 2011, nor altered its recommendations to Parish Councils. The West Hill Parish Council Members' Allowance is therefore calculated as follows:

East Devon District Council Basic Allowance = £4,360

West Hill Members' Basic Allowance = £4,360 x 7% = £305

West Hill Chairman's Allowance = £4,360 x 10% = £436

**Approved by Council on 7/11/17**

**Minute reference 12**