



## **MEMBERS ALLOWANCES**

### **LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS 2003**

As soon as reasonably practicable after the end of a year, an authority shall arrange for the publication, for a period of at least 14 days, of a notice in a conspicuous place or places in the area of the authority stating the total sum paid by it in the year to each member in respect of each of the following—

- (a) Parish basic allowance; and
- (b) Parish travelling and subsistence allowance.

Notice is hereby given that Stoke Gifford Parish Council operates payment of expenses to its Members in line with the following policy:

### **STOKE GIFFORD PARISH COUNCIL MEMBERS' ALLOWANCES**

Stoke Gifford Parish Council gives its time freely and voluntarily and makes a general policy that the Council does not pay participation allowance to Parish Council Members.

A special responsibility allowance be paid to the Chair of the Council at the same level as has been paid as Chair's allowance in the past. To be reviewed annually when setting the budget.

The Parish Council do not pay travelling expenses for members working within the Parish, however, they continue to pay travelling and subsistence allowances for authorised duties undertaken outside the parish. The level of payment to be the same as that received by South Gloucestershire Councillors.

## **TRAVEL RATES & SUBSISTENCE**

Paid in accordance with rates used by South Gloucestershire Council for Members

### **Fares/Parking**

Members will be reimbursed on the production of a receipt, which should be attached to the form. Fuel receipts will also be required to enable VAT to be reclaimed.

### **Subsistence**

Members' are only eligible to claim subsistence:

- ❖ Where a Member is required to travel/attend approved meetings outside of the Council's area;
- ❖ Where the absence exceeds four hours;
- ❖ Where the expenditure is not met directly by the Council;
- ❖ Where a Member necessarily incurs additional expenditure.

Receipts must be submitted to support the claim.

Where subsistence is claimable, Councillors will be reimbursed for their reasonable actual expenditure, subject to the production of receipts.

## **Members Expenses Paid**

No travel or expenses payments have been paid to Stoke Gifford Parish Council members in the current financial year.

*Reviewed by Parish Council May 2025*