

DISTRICT AND PARISH COUNCIL ELECTIONS
SCALE OF FEES AND EXPENSES PAYABLE TO THE RETURNING OFFICER
AT ELECTIONS OF DISTRICT AND PARISH COUNCILLORS
AS FROM 1 APRIL 2023

This is the Scale fixed by Tendring District Council pursuant to Section 36 of the Representation of the People Act 1983 and shall be attributable separately to both elections of Councillors to that Council and to Parish Councils in the District of Tendring where those elections are combined.

<u>ITEM</u>	<u>SCALE</u>
<p>Returning Officer</p> <p>(1) <u>Contested Elections</u></p> <p>Combined fee and clerical allowance for each District electoral area or Parish electoral area for generally performing all the duties which a Returning Officer is required to perform, other than any duties for which separate allowances are prescribed herein.</p> <p>(2) <u>Uncontested elections, countermanded elections and elections at which there are insufficient valid nominations</u></p> <p>Combined fee and clerical allowance for each District electoral area or Parish electoral area, for generally performing all the duties which a Returning Officer is required to perform, but excluding the actual cost of copies of the register, printing and preparing poll cards, printing and publication of the necessary forms and notices, postage, telegrams, telephone calls and travelling expenses in accordance with the allowance prescribed herein.</p>	<p>£154.78 plus £54.31 for every 1,000 electors or fraction thereof.</p> <p>£75.14</p>
<p>Other Fees</p> <p>(3) <u>Fee for Each Deputy Returning Officer</u></p> <p>For each election for which a deputy (or deputies) is/are appointed.</p>	<p>£65.38</p>

<u>ITEM</u>	<u>SCALE</u>
<p>(4) <u>Allowance for the Count (Cont)</u></p>	<p>For every person employed to assist in counting the votes –</p> <p>(i) if the count takes place as soon as possible after the close of the poll, for every hour or part thereof after the close of poll and up to the time of the completion of the count - £18.59.</p> <p>(ii) if the count takes place on a day after the date of the poll, for every hour or part thereof after the commencement of the count and up to the time of its completion – £12.39.</p>
<p>(5) <u>Official Poll Cards</u></p> <p>(a) For each District or Parish electoral area in respect of which poll cards are issued, a fee for services in connection with poll cards.</p> <p>(b) Allowance for the issue etc. of poll cards.</p> <p>(c) Allowance for the delivery of poll cards.</p> <p>(6) <u>Allowance for Postal Voting</u></p> <p>(a) An allowance for the employment of persons in connection with the despatch and receipt of ballot papers of postal voters.</p> <p>(b) Allowance for the delivery of postal vote packs (and return of those packs by electors).</p>	<p>£30.69 for the first 2000 electors (or less) within the electoral area plus £1.83 for every 250 electors or fraction thereof beyond the first 2000 electors in the electoral area.</p> <p>For every 100 electors or fraction thereof within the electoral area - £3.77.</p> <p>At Royal Mail rates less discount.</p> <p>(i) If the number of postal voters within the electoral area does not exceed 50; or for the first 50 as the case may be - £62.07.</p> <p>(ii) For each additional 50 postal voters or fraction thereof within the electoral area - £36.80.</p> <p>At Royal Mail rates less discount.</p>

<u>ITEM</u>	<u>SCALE</u>
(7) <u>Fee for Presiding Officers</u>	£234.00 including subsistence allowance and all travelling expenses.
(8) <u>Fee for Poll Clerks</u>	£171.51 including subsistence allowance and all travelling expenses.
(9) <u>Fee for Polling Station Inspectors</u>	£234.00 plus travelling expenses (at HMRC non-taxable rates)
(10) <u>Presiding Officer, Poll Clerk and Inspector Training</u>	£57 (including the cost of training software, materials and trainer)
(11) <u>Travelling Expenses</u> Of the Returning Officer and clerical or other assistants employed by the Returning Officer where necessary to make arrangements for the poll or otherwise in connection with the conduct of the election.	None

Miscellaneous Disbursements

The actual and necessary costs in respect of the following items:-

- (12) Printing and providing ballot papers and official poll cards.
- (13) Printing and providing notices and other documents required in and about the election or poll and costs of publishing the same.
- (14) Renting of any building or room for the purpose of the election and for expenses of heating, lighting and cleaning any building or room for such purpose.
- (15) Adapting and fitting up any building or room for the purpose of the election (including the provision of voting compartments and any necessary furniture) and restoring it to fit condition for its normal use.
- (16) Providing ballot boxes; including any repairs, taping, labelling and testing.
- (17) Conveyance of Ballot boxes from store to place from which they are distributed, and back to store.
- (18) Copies of the register of electors.
- (19) General stationery and postage, telephone calls, bank charges and insurance premiums.
- (20) All security of buildings where equipment and ballot papers requires this.

The sums shown in sections (4), (5) and (6) above may be aggregated provided that the total of the allowances available is not exceeded.

In accordance with Section 36 of the Representation of the People Act 1983, when the ordinary elections of (a) district councillor(s) is combined with the election of parish councillors one half of the shared costs shall be attributed to the holding of those parish councillor elections. All of the non-shared costs will be attributed directly to parish councillor elections.