Appendix G

Community Leadership Overview and Scrutiny Committee
17 November 2025

Community Governance Review – Comparator Base Costs

COMPARATORS FOR POSSIBLE WEST CLACTON AND JAYWICK SANDS PARISH

St Osyth Parish and its Council*

Electorate	4,227
Numbers of Parish Councillors	13
Precept / Band D Council Tax Levy 2025/26	£190,000 / £92.77
Number of staff posts and FTE of those posts (only after a total)	4 x Staff (part-time) = 2.2 FTE
Staff costs 2024/25 in the budget	£94,346.00
Office opening hours	Monday – Thursday 9.30 am – 12.30 pm
Office expenses budget	£20,367.00 (include office rent, telephone, internet & admin)
Audit expenses	£1,250.00
Insurance costs	£2,360.00
Election costs	n/a
Room hire budget	£460.00
Training budget	£2,000.00 (staff & Cllr's)

Lawford Parish and its Council*

Electorate	4,013
Numbers of Parish Councillors	15
Precept / Band D Council Tax Levy 2025/26	£185,360 / £101.63
Number of staff posts and FTE of those posts (only after a total)	1 parish clerk at 20 hours per week
Staff costs 2025/26 in the budget	£32,500
Office opening hours	Monday 1pm – 5pm or 1st and 3rd Monday of the month, 2.30pm to 8.30pm, Tues 9-5pm, Weds 9-5pm

Office expenses budget	£6,000
Audit expenses	£1200
Insurance costs	£6,000
Election costs	zero
Room hire budget	zero
Training budget	£1,000

COMPARATOR FOR POSSIBLE HOLLAND-ON-SEA PARISH

Brightlingsea Town Council*

Electorate	6,910
Numbers of Parish Councillors	12
Precept / Band D Council Tax Levy 2025/26	£247,500 / £79.91
Number of staff posts and FTE of those posts (only after a total)	8 members of staff, 3 of which are full time
Staff costs 2024/25 in the budget	£216,632
Office opening hours	9am until 1pm, although staff are in the office until 4pm
Office expenses budget	The cost for the Parish Hall for 24/25 was £12,490
Audit expenses	£1,560.00
Insurance costs	£12,388 although the Town Council states that it does have a lot of items covered by insurance.
Election costs	The last contested election, in 2023, cost £7,437.15
Room hire budget	Not provided
Training budget	The budget for subscriptions and courses is £4,000

COMPARATOR FOR POSSIBLE CLACTON-ON-SEA PARISH

There are no comparators within the District of Tendring

Ramsgate Town Council*

Electorate	
Numbers of Parish Councillors	
Precept / Band D Council Tax Levy 2025/26	
Number of staff posts and FTE of those posts (only after a total)	
Staff costs 2024/25 in the budget	
Office opening hours	
Office expenses budget	
Audit expenses	
Insurance costs	
Election costs	
Room hire budget	
Training budget	

Awaited

*All figures are self-declared by the relevant Parish/Town Council (except for Electorate, number of Parish Councillors and Precept/Band D Council Tax Levy for 2025/26 for St Osyth, Lawford and Brightlingsea Local Councils). For those not self-declared, the information has been taken from the Terms of Reference for the Community Governance Review.