

**MEMBERS' ALLOWANCES**  
**RATE OF BASIC AND SPECIAL RESPONSIBILITY ALLOWANCES, CARER'S**  
**ALLOWANCES AND RATES OF TRAVELLING AND SUBSISTENCE EXPENSES**

**Basic Allowance** (Rate payable from 24 May 2023 following Council's approval of 4.76% increase (index linked to staff increase)).

£6,011.70 per annum for Councillors

£1,504.35 per annum for the Independent & Parish Representatives of the Standards Committee

**Special Responsibility Allowances** (Rate payable from 24 May 2023)

Leader of the Council	-	£17,129.10
Deputy Leader of the Council	-	£9,807.95
Leader of the Minority Group	-	£4,238.07
Members of the Cabinet	-	£8,005.76
Chairman of the Council	-	£5,835.34
Vice-Chairman of the Council	-	£1,956.08
Chairman of Overview & Scrutiny Committee	-	£5,835.34
Vice-Chairman of Overview & Scrutiny Committee	-	£1,950.63
Chairmen of Planning Committees (North/South)	-	£4,395.73
Vice-Chairmen of Planning Committees (North/South)	-	£1,478.06
Chairman of Licensing Committee	-	£2,785.78
Chairman of Governance Committee	-	£2,785.78
Chairman of Audit Committee	-	£2,785.78
Chairman of Standards Committee	-	£2,785.78

**Attendance Allowance for Representatives on outside bodies** (Rate payable from 24 May 2023)

An attendance allowance of £55 per meeting for approved representative attendance on external bodies, excluding Parish Councils and meetings where an allowance is already paid by the host organisation.

**Carer's Allowance** (Rate payable from 1 April 2023 - the carers allowance rate is set at a level of the equivalent to the national hourly living wage rate)

£10.42 per hour or part thereof.

Continued/...

**Travelling and subsistence** rates for Members are linked to the casual user rates for staff.

A Member is entitled to claim travelling and subsistence expenses at the rates specified below in respect of travelling and subsistence undertaken in connection with or relating to the duties set out in the Council's Constitution.

The rates for subsistence will be reduced by a corresponding amount in respect of any meal provided free of charge by the Council or by a third party.

The rates for subsistence will be reduced to the actual cost of the meal if less than the allowance and the receipts for any meals purchased should be included with any subsistence allowance claim.

The following limitations apply on reimbursement of subsistence:

- for breakfast an absence commencing before 07:00 hrs.
- for lunch an absence commencing before 11:00 hrs. and finishing after 15:00 hrs.
- for tea an absence of more than four hours finishing after 18:30 hrs.
- for evening meal an absence of more than four hours finishing after 20:30 hrs.
- tea and evening meal allowances cannot be claimed on the same day

Light refreshments will be provided for Member meetings (as defined in the Council's calendar of meetings) that start at 5.00pm or later and are expected to last longer than 2 hours.

(The travelling allowance rates are set at the vehicle allowance rates for officers which is the HMRC approved mileage allowance payment rate)

Bicycles	20 pence per mile
Motorcycles	24 pence per mile
Motor Cars & Vans	45 pence per mile

Rate after 10,000 miles per annum 25 pence per mile

Public Transport Use of public transport will be paid at the second class rail fare and/or bus.

**Subsistence rates** (Rate payable from 1<sup>st</sup> June 2008)

(The subsistence expenses rates are set at the rates payable for officers)

- (i) Breakfast Allowance £6.45
- (ii) Lunch Allowance £8.91
- (iii) Tea Allowance £3.53
- (iv) Evening Meal Allowance £11.03

Out of pocket expenses for residential courses

- (i) £4.97 per night
- (ii) £19.89 per week (maximum)