

# REPORT OF THE PARISH REMUNERATION PANEL

Adderbury Parish Council has received a report by the Parish Remuneration Panel making recommendations regarding the levels of parish remuneration.

Whilst acknowledging parish populations were increasing; the Panel agreed that the banding levels were still appropriate. The Panel would continue to review population levels annually to ensure parishes were banded correctly.

The bandings for 2024/25:

- Band 1 – Banbury, Bicester and Kidlington
- Band 2 – Adderbury, Ambrosden, Bloxham, Bodicote, Caversfield, Deddington, Gosford and Water Eaton, Heyford Park, Hook Norton, Launton and Yarnton
- Band 3 – All remaining Parishes

The proposals of the Parish Remuneration Panel are as follows:

- (a) The levels of allowance for the financial year 2024/2025 should continue to be based on a proportion of the District Council rates (in line with the regulations, only payable to elected Parish Councillors, whether or not that election was contested).
- (b) It was agreed by Council on 24 February 2024 that Members' Allowances be increased in line with the 2024/2025 staff pay award, when agreed, rounded up, to give 12 equal payments and payment backdated to 1 April 2024. The staff pay award of 4% was agreed in November 2024. It has been applied to the CDC Members' Basic Allowance giving a Basic Allowance of £5040, and payment backdated to 1 April 2024.

The suggested parish allowance rates for 2024/2025 are therefore as follows:

Band 1 (20% of District Basic Allowance) - £1008 per annum  
Band 2 (10% of District Basic Allowance) - £504 per annum  
Band 3 (5% of District Basic Allowance) - £252 per annum

- (c) If parish councils wish to pay an enhanced allowance to elected councillors who are parish chairmen/town mayors this should be based on a 50% increase in the recommended rates of the parish basic allowance so that the chairman/town mayor would receive a payment, according to the relevant band, as follows (in line with the regulations, only payable to elected Parish Councillors, whether or not that election was contested). :

Band 1 - £1512 per annum  
Band 2 - £756 per annum  
Band 3 - £378 per annum

- (d) Travel allowances remain at the current level in line with HMRC approved mileage rates and if any adjustments are implemented by HMRC, then the revised rates should be applied to Parish Councillors' travel allowances (payable to elected and co-opted parish councillors).

Bicycles	20p per mile
Motorcycles	24p per mile
Motor Vehicles (including Electric)	45p per mile

- (e) Subsistence allowances should remain at the current level payable up to the following maximum amount (payable to elected and co-opted parish councillors).

Breakfast Allowance	£6.02 per meal
Lunch Allowance	£8.31 per meal
Evening Meal Allowance	£10.29 per meal
Absence Overnight	£91.14
Absence Overnight in London or at a National Association of Local Council's Conference	£103.96

- (f) It would be appropriate for the payment of tolls and other parking charges to continue to be included in parish allowance schemes (payable to elected and co-opted parish councillors).
- (g) it would be appropriate for the occasions when parish members can travel by means other than by their own vehicle to continue to be defined in parish allowance schemes.
- (h) It be noted that each parish council can determine the 'approved duties' for which it is legitimate to claim travel and subsistence allowances within the five categorises specified in the 2003 Regulations.

The Parish Council will consider the report at a future meeting and decide whether it wishes to use these recommendations, amend these recommendations to form a Members' Allowance Scheme or, alternatively, decide not to adopt a Members' Allowance Scheme.

A copy of the Panel's report is available for inspection on request from the Clerk or Chairman of the Parish Council or from Democratic Services at Cherwell District Council ([democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) 01295 221534).