

DORCHESTER TOWN COUNCIL

MEMBER ALLOWANCE SCHEME

Dorchester Town Council, in exercise of the powers contained in the Local Authorities (Members' Allowances) (England) Regulations 2003 makes the following scheme:

1. Parish Basic Allowance

- Elected members of Dorchester Town Council receive a basic allowance to recognise the time devoted to carrying out their work as councillors, including attendance at meetings, and civic activities. It is also intended to cover incidental costs such as in-area subsistence, use of members' homes, private telephones, and any IT consumables.
- In 2019 Dorset Council established the Dorset Parish Independent Remuneration Panel (DPIRP) to make recommendations to introduce a consistent approach to the payment of allowances across the county.
- On the 21 March 2022, Policy Committee considered the findings of the DPIRP and agreed that having taken into consideration the scale of the council's revenue budget, and the complexity of operations delivered by the council, as well as the role that the council is required to play to facilitate and support infrastructure required for the future growth of the town, the basic allowance be set at £1,069 for 2022/23.
- As set out by the DPIRP, the basic allowances will be annually indexed, in line with pay inflation.

2. Parish Travelling and Subsistence Allowance

- The Parish Travelling and Subsistence Allowance shall only be payable for attendance at approved duties outside the town boundary.
- The council will only pay allowances in connection with the performance of an ongoing or specific role approved by the council.
- The allowance paid will be consistent with the approved scheme for officers of the Town Council at the time that the allowances were claimable.

3. Claims and Payments

- The basic allowance shall be paid monthly through payroll, subject to PAYE and National Insurance regulations in place at that time.
- Claims for payments of Parish Travelling and Subsistence Allowance shall be paid through the payroll system.

4. Records of Allowances

- Records of Allowances made will be available for inspection by any local government elector for Dorchester, with a copy of such records provided on request.
- The council will publish a notice on its website stating the sums paid annually to each councillor in respect of the Basic Allowance.

5. Non-Payment of Allowances

- Members may, if they wish, forgo all their entitlement to the basic allowance by giving notice in writing to the Responsible Financial Officer.
- Where a member is suspended, or partially suspended from their duties as a Dorchester Town councillor, in accordance with Part 3 of the Local Government Act 2000, or regulations made under that part, the parts of the allowances payable to them in that period shall be withheld.

6. Other Allowances

- The council pays no specific Chairman's Allowance. Separate to this scheme of allowances, the council does retain a c. £12,000 budget to enable the Mayor to fulfil their duties. Part of this is paid direct to the Mayor, through payroll, and subject to PAYE and NI deductions

Last Reviewed: 25 March 2024

Next Review Due: March 2028