

**SLYNE WITH HEST PARISH COUNCIL**  
**PARISH COUNCILLORS' ALLOWANCES SCHEME**  
Modified April 2006

The **Slyne with Hest Parish Council** has approved the following Allowances Scheme in accordance with the Local Authorities (Members Allowances) (England) Regulations 2003, having had regard to the recommendations which have been made by the Parish Remuneration Panel established by the Lancaster City Council.

**Eligibility**

In compliance with the regulations only elected members are eligible to receive the basic allowance; all members may claim travel and subsistence payments.

**Basic Allowance**

The Parish Council has approved a basic allowance of £50 payable to the Chairman and £10 payable to other Councillors.

**Travel and Subsistence**

The Parish Council will reimburse the cost of travel for journeys to places over 20 miles distant from Slyne with Hest and subsistence arising from the undertaking of the following approved duties:

- (a) attendance at a meeting of any body to which the parish council makes appointments or nominations or any committee or sub-committee of such a body;
- (b) attendance at a meeting of any association of authorities of which the parish council is a member;
- (c) the performance of any duty in pursuance of any standing order under section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;
- (d) the performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the council to inspect or authorise the inspection of premises; and
- (e) the carrying out of any duty approved by the parish council in connection with the discharge of the functions of the parish council or of any of its committees or sub-committees.

## TRAVEL AND SUBSISTENCE ALLOWANCES PAYABLE

### Travelling Allowances

#### (A) **Public Transport**

For travel by train or bus, the ordinary standard class fare, or any available saver will be reimbursed.

For travel by taxi, the actual fare will be reimbursed, provided that no reasonable alternative form of transport was available.

#### (B) **Private vehicle**

For use of a private vehicle, the rates are as follows:

(i)	any motor cycle	40p	per mile
(ii)	any motor car	40p	per mile
(iii)	if passengers otherwise entitled to allowances are carried the vehicles owner may be paid for each such passenger up to four	1p	per mile
(iv)	cycle/other non motorised transport	36p	per mile

Payment of mileage allowance is limited to journeys with a destination less than 35 miles as the crow flies from Slyne with Hest Memorial Hall.

Beyond the 35 mile limit, the lower of the mileage allowance and the equivalent second class standard rail fare will be paid.

The annual cap on the mileage reimbursed for any one Parish Councillor is set at 1500 miles

Car park fees will be reimbursed on the production of receipts.

### Subsistence Allowance

In case of an absence, other than an overnight absence from home, subsistence allowance is payable as follows:

Breakfast allowance (more than 4 hours away from normal place of residence before 11am)	£5.25
Lunch allowance (more than 4 hours away from normal place of residence, including lunchtime between 12 & 2pm)	£7.75
Tea allowance (more than 4 hours away from normal place of residence, including the period 3pm-6pm)	£3.25
Evening meal allowance (more than 4 hours away from normal place of residence, ending after 7pm)	£10.25
In the case of an overnight absence	£81.50
For an overnight absence in Central London	£93.00