

Dear Colleague,

## **REVIEW OF COUNCILLORS' ALLOWANCES 2019**

I am writing to inform you that the Independent Remuneration Panel will undertake a review the Scheme of Allowances for Borough Councillors this year. The Panel members are as follows:

Mr Michael Burke  
Ms Vivienne Cameron  
Mr Mark Palmer

*(Chairman TBC)*

Amongst its duties, the Panel is responsible for making recommendations to parish councils within the Borough:

- (a) as to the amount of parish basic allowance (if any) which should be payable to elected parish council members and, if so, whether such allowance should be payable only to the chairman of the parish council or to all of its elected members;
- (b) as to whether, if parish basic allowance should be payable to both the chairman and the other elected members of any such authority, the allowance payable to the chairman should be set at a level higher than that payable to the other elected members and, if so, the higher amount so payable;
- (c) as to the amount of travelling and subsistence allowance payable to elected members, of such authorities;
- (d) as to the responsibilities or duties in respect of which such elected members should receive parish travelling and subsistence allowance.

To assist the Panel in its deliberations, could you please complete and return the attached Questionnaire (No. 1) to me by no later than **Monday 30 September 2019**.

With regard to Questionnaire (No.1), if the answer to questions 2, 3 or 4 is "yes", could you please send a copy of Questionnaire (No.2) to each of your elected parish councillors to complete and return to me again by no later than **Monday 30 September 2019**.

If you have any queries in this regard, please do not hesitate to contact us.

Many thanks  
Kindest regards  
**Carrie Anderson**  
Committee Manager