MIDDLETON STONEY PARISH COUNCIL

Expenses Policy

It is the aim of Middleton Stoney Parish Council that no employee or member be financially disadvantaged when representing the Parish Council.

Middleton Stoney Parish Council will reimburse all or some of the expenses incurred by the Clerk, the Chairman or Councillors in performing the duties required by the Council.

Expense receipts will be verified.

CLERK'S EXPENSES

The Clerk will be able to claim the following expenses when supported by receipts:

• Stationery, postage and printing costs and other office consumables.

• Reasonable sums to cover the extra costs of space, lighting, heating, and electricity arising from the Clerk's use of the home for Council business. This will be set at the Inland Revenue limit for “additional household expenses” for employees of £6.00 per week from 2023 onwards.

• Any additional premium required by the Clerk’s own home insurance provider in respect of the Clerk’s private premises being the main place of work.

• All necessary computer software or upgrades required for the Clerk to fulfil the duties required by the Council.

• Travelling and associated travel expenses on journeys on Council business - to include mileage at the current Inland Revenue non-profit making rate, currently 45p per mile.

• Other expenses which may include overnight accommodation and meals incurred in the performance of Council business provided they have been approved by the Council.

COUNCILLOR EXPENSES

Parish Councillors are unpaid and have agreed not to receive an annual allowance. They are entitled to claim the following expenses when supported by receipts:

• Travelling and associated travel expenses on journeys on Council business - to include mileage at the current Inland Revenue non-profit making rate, currently 45p per mile.

• Other expenses, provided they have been approved in advance by the Council.