REPORT OF THE PARISH REMUNERATION PANEL

Upper Heyford 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 2026/27:

- 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) Parish allowance rates should continue to be based on a proportion of the District Councillor basic allowance rates (in line with the regulations payable only to elected parish councillors, whether or not that election was contested).

(b) The Parish Basic Allowance should be based on the 2026/2027 Cherwell District Council Basic Allowance (£5412) and paid based on Band rounded up to as close to 20% (Band 1), 10% (Band 2) and 5% (Band 3) of the District Councillor basic allowance to give 12 equal payments (in line with the regulations payable only to elected parish councillors, whether or not that election was contested):

The suggested parish allowance rates for 2026/2027 are therefore as follows:

- Band 1 (20% of District Basic Allowance) - £1092 per annum
- Band 2 (10% of District Basic Allowance) - £552 per annum
- Band 3 (5% of District Basic Allowance) - £276 per annum

(c) If parish councils wish to pay an enhanced allowance to elected councillors who are parish chairs/town mayors this should be based on a 50% increase in the recommended rates of the parish basic allowance so that the chair/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 - £1644 per annum
- Band 2 - £828 per annum
- Band 3 - £420 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

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- Motor vehicles – 55p per mile
- Electric vehicles – 55p per mile
- 5p per passenger per business mile for carrying an additional passenger in a car or van on journeys which are also work journeys for them.

(e) Subsistence allowances remain aligned with the district council maximum subsistence levels with claims permitted on approved duties of over 5 hours outside the parish/district* subject to the submission of receipts (*for consideration by each Parish Council) (payable to elected and co-opted parish councillors).
- Breakfast - £7.50
- Lunch - £10.50
- Tea / coffee - £4.00
- Evening meal - £12.50

(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 Chair of the Parish Council or from Democratic Services at Cherwell District Council (democracy@cherwell-dc.gov.uk 01295 221534).