



HORLEY TOWN COUNCIL

Members' Remuneration Scheme 2023-2027

The Members Allowances Scheme provides for the following:

1. Basic Allowance

1. Payment of a Basic Allowance of £100 to every Councillor for the year.

A Member may forgo all or part of any allowances to which they are entitled. To do this they must give notice in writing to the proper officer of the authority.

2. Approved Duties for Travelling Allowances

- i) Council meetings.
- ii) Committee, sub-committee and working group meetings (members of these only)
- iii) Site meetings approved in advance by the Council.
- iv) Staff arbitration and disciplinary proceedings referred to an appropriate authority.
- v) Internal and external training seminars and workshops, as approved in advance by the Council.
- vi) Conferences and seminars organised by other bodies, as approved in advance by the Council
- vii) Meetings of other councils and their committees, as approved in advance by the Council.
- viii) Attendance at courts of law, inquiries, commissions, consultations and at the proceedings of other bodies to represent the interests of the Parish or Parish Council, as approved in advance by the Council.
- ix) Meetings of those Outside Bodies to which the Council appoints representatives.

3. Scale of Allowances for these Duties

a) Travel

Where the requirements of paragraph 2 are met a travelling allowance for use of a private vehicle will be paid at the rates stated by HMRC in respect of Business Travel, which at the time of writing are:

- Car - 45 pence per mile
- Motorcycle - 24 pence per mile
- Bicycle - 20 pence per mile

The above rates are subject to the equivalent standard rail fare for the journey being payable where this is lower. An enhanced travel allowance for shared vehicle use of 10 pence per mile for the first passenger and 6 pence per mile for the second and subsequent passengers is also payable. Car mileage in excess of 10,000 miles attracts a reduced rate of 25 pence per mile, as per the Inland Revenue Approved Mileage Allowance Payments rates.

b) Subsistence

Claims for subsistence will be paid for reasonable expenses only, based on those payable to Members of Reigate & Banstead Borough Council, scales are available on request.

Adopted by Full Council June 2023