

## Appendix 1

### SCALE OF ELECTION FEES AND EXPENSES FOR LOCAL ELECTIONS 2019/20

<b>Returning Officer</b> fee for conducting the election and generally performing the duties required.	Fee
Contested <b>District Council</b> elections.  For the first 1000 local government electors within each electoral ward For each additional 500 local government electors or fraction thereof	£105.06 £39.92
Uncontested <b>District Council</b> elections (for each electoral ward)	£70.39
Contested <b>Parish Council</b> elections  For the first 500 local government electors within each electoral area For each additional 100 local government electors or fraction thereof	£67.42 £12.61
Uncontested <b>Parish Council</b> elections (for each electoral area)	£37.82
<b>Combined</b> District and Parish elections (for each parish electoral area)	£44.13

<b>Deputy Returning Officer (full powers)</b>	25% of RO fee
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<b>All equipment</b> to be purchased, hired, altered or repaired	Actual and necessary cost
<b>Hire and fitting up of Polling Stations</b> including heating, lighting, cleaning and damages and expenses paid in respect thereof	Actual and necessary cost
<b>Stationery at Polling Stations</b>	Actual and necessary cost
<b>Printing and providing nomination forms, notices, ballot papers and other forms and documents</b> required in and about the election or poll.	Actual and necessary cost
<b>Printing and issue of Polling Cards</b>	Actual and necessary cost
<b>Despatch and receipt of postal voting packs</b>	Actual and necessary cost
<b>Travelling expenses</b> for Returning Officer and elections staff	Paid at HMRC

	mileage rate.
<b>Presiding Officer</b> Single election Combined election	£236.39 £262.65
<b>Poll Clerk</b> Single election Combined election	£141.83 £157.59
<b>Polling Station Inspector</b>	£273.16
<b>Senior Polling Station Inspector</b>	£288.92
<b>Counting Assistant</b> Night time, weekend or bank holiday count (per hour) Day time count (per hour)	£17.86 £14.71
<b>Count Supervisor</b> Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£25.74 £22.59
<b>Senior Supervisor</b> Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£32.31 £29.15
<b>Count Manager</b> Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£45.44 £42.29
<b>Porter/Security</b> Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£17.86 £14.71
<b>Postal Vote Assistant</b> Day time (per hour) Evening (per hour)	£10.51 £13.66
<b>Postal Vote Supervisor</b> Day time (per hour) Evening (per hour)	£15.76 £18.91

Note:

With regard to other electoral activities and events where there is not a fees and charges order set by Government (this includes but is not limited to neighbourhood planning referendums, council tax referendums and local polls) this schedule shall be used for the basis of calculating fees and charges.