

FARINGDON TOWN COUNCIL

The Pump House
5 Market Place, Faringdon,
Oxfordshire, SN7 7HL



Telephone 01367 240281
office@faringdowntowncouncil.gov.uk
www.faringdowntowncouncil.gov.uk
Clerk: Sally Thurston

Mayor and Members' Expenses Policy

1. Councillor Allowances

The Local Authorities (Members' Allowances) (England) Regulations 2003 apply to those parishes that pay members' allowances. Faringdon Town Council makes no provision for allowances but does make provision for reimbursement of expenses as detailed below.

2. Mayor's Expenses

2.1. A budget of £2,500 is set aside for the mayor each year to cover:

- a) Reimbursement of travel and subsistence expenses to attend events to which the mayor has received an official invitation through the Town Council offices. (The HMRC approved rates, currently 45p per mile, are used for private vehicles.)
- b) Reimbursement of the cost of any tickets for events to which the mayor has received an official invitation through the Town Council offices.
- c) Personal presentations – e.g: bouquets of flowers for 100th birthday party, prize for Community college awards
- d) Charity event costs
- e) Mayor's Christmas Cards
- f) Plaques, Mayors Awards, presentation items at formal visits

2.2. If the Mayor is unable to attend an event to which they have received an official invitation through the Town Council offices, the Deputy Mayor may be requested to attend as a substitute. In these instances, the Deputy Mayor will be reimbursed according to 2.1 a) and 2.1 b) above. The expenses will be charged against the Mayor's budget.

3. Members' and Co-opted Members' Expenses

Members and co-opted members attending training courses or other events which the Council has requested they attend as the Council's representative(s) will have their travel expenses reimbursed. Mileage will be reimbursed according to the HMRC approved rates specified in 2.1(a) above.