

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Parish Remuneration Panel **Date:** Monday, 9 November 2009

Place: Group Room, Room 1.19, First Floor, Civic Offices, High Street, Epping **Time:** 6.45 - 6.50 pm

Members Present: D Jackman and S A Lye

Other Councillors:

Apologies:

Officers Present: I Willett (Assistant to the Chief Executive), G Lunnun (Assistant Director – Democratic Services)

1. CHAIRMAN

RESOLVED:

That S Lye be elected Chairman of the meeting.

2. MINUTES OF THE LAST MEETING

RESOLVED:

That the minutes of the meeting held on 11 February 2008 be taken as read and signed by the Chairman as a correct record.

3. TERMS OF REFERENCE

Members noted that the Panel had been established to advise on the payment of allowances and expenses to Parish/Town Councillors.

4. REMUNERATION SCHEMES 2009/10

The Assistant to the Chief Executive reported that in November 2008 a letter had been sent to all Parish and Town Councils inviting proposals for consideration by the Panel in respect their Remuneration Schemes. Only one proposal had been received from Loughton Town Council which proposed to pay £105 per annum for 2009/10 as a Parish Basic Allowance for those Town Councillors wishing to claim.

The Assistant to the Chief Executive advised that the Panel had given guidance to Parish and Town Councils that payments of the Parish Basic Allowance should not exceed in total the percentage of the District Council's budget paid in allowances. Thus, Parish Councils had been asked to ensure that the percentage of their precepts did not exceed that of the District Council. In 2009/10 the figure for the District Council had been 3.53% compared with 0.38% for Loughton Town Council. Members were reminded that following consultation with them informal approval had been given to the proposals of the Loughton Town Council.

RESOLVED:

(1) That the responses from Parish and Town Councils in respect of their Remuneration Schemes for 2009/10 be noted; and

(2) That the action agreed informally by the Panel for a Parish Basic Allowance of £105 for all members of the Loughton Town Council be confirmed.

5. MEMBERSHIP OF THE PANEL

Members considered what further steps could be taken to fill the vacancy on the Panel.

The Assistant to the Chief Executive reported that a member of the Panel could not also be a member of any of the Parish/Town Councils in the District or a member of a Committee or Sub-Committee of any such Council. In addition a member of the Panel must not be disqualified from being or becoming a member of an authority.

RESOLVED:

That the officers arrange to place a public notice in appropriate media and that copies be sent to the Clerks of Town and Parish Councils in the District.

6. DATE OF NEXT MEETING

Members considered the need for another meeting.

RESOLVED:

That the officers consult with members of the Panel regarding the date for another meeting, if required.

CHAIRMAN