

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Parish Remuneration Panel **Date:** Thursday, 31 January 2013

Place: **Time:** 7.10 - 7.20 pm

Members Present: D Jackman, Ms R Kelly and S A Lye

Other Councillors:

Apologies:

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

1. CHAIRMAN

RESOLVED:

That Ms R Kelly be elected Chairman of the meeting.

2. DECLARATIONS OF INTEREST

D Jackman reported that he was employed by the Buckhurst Hill Parish Council but that as there were no proposals from that Council to be considered at this meeting he had determined that his interest was not pecuniary and he would remain the meeting and take part in the discussions.

3. MINUTES OF THE LAST MEETING

RESOLVED:

That the minutes of the last meeting held on 25 January 2012 be taken as read and signed by the Chairman as a correct record.

4. REMUNERATION SCHEMES

(a) Epping Upland Parish Council

The Panel was advised that a letter had been sent to all Parish and Town Councils inviting proposals for the consideration by the Panel if they wished to review their Remuneration Schemes.

The Panel considered a response from the Epping Upland Parish Council. The Panel noted that the Clerk of that Parish Council had drawn attention to the Parish Council's Financial Regulations which provided for members to be reimbursed for any travel made outside of the Parish when performing approved duties. The rates were the same as those paid in accordance with the National Association of Local Councils Car Allowance for Local Council Clerks casual users scale. The Panel noted the scale was the same as the rates paid under the District Council's approved Members' Allowances Scheme.

The Panel further noted that the Clerk to the Parish Council had advised that a sum of £100 had been included in the Parish Council's budget but that no travel payments had been made in recent years. In addition an allowance of £25 had been provided for the Chairman of the Parish Council.

The Panel was reminded that the guideline adopted as a maximum for spending on Town/Parish Schemes was not more than the percentage of the District Council's budget allocated to member remuneration (excluding connectivity and travelling) with no individual payment exceeding the rate for a district councillor.

The Panel was advised that the relevant percentage figure for 2012/13 had been 3.392% which when applied to the Epping Upland Parish Council arrangements resulted in a total figure of £402. Accordingly, the maximum total of the Parish Council's expenditure of £125 per annum fell well within the guideline.

RESOLVED:

That the Epping Upland Parish Council Scheme be agreed.

(b) Buckhurst Hill Parish Council

The Panel was advised that the Buckhurst Hill Parish Council was actively looking at its remuneration arrangements but that at this time it was not in a position to seek approval to specific proposals.

RESOLVED:

That on receipt of proposals from the Buckhurst Hill Parish Council a further meeting of the Panel be convened.

5. DATE OF NEXT MEETING

RESOLVED:

That the next meeting be held on a date to be agreed.

CHAIRMAN