



**PEASEDOWN ST JOHN PARISH COUNCIL**  
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## **PEASEDOWN ST. JOHN PARISH COUNCIL PARISH COUNCILLORS' EXPENSES**

Written: September 2016

Adopted: Policy & Personnel Committee on 27<sup>th</sup> September 2016 / Full Council Min. C146-18/10/2016

Parish Councillors are unpaid and only elected councillors may receive an annual allowance if agreed by the Parish Council.

Parish Councillors (including the Chair) may be reimbursed for expenses for travel and subsistence on Parish Council business outside the parish:

- Travelling and associated travel expenses on journeys on council business to include mileage at current HMRC rates and parking.
- For the purpose of making mileage claims, councillors are permitted to claim for "allowable journeys" only – made with the prior approval of the Parish Council.
- All claims are to be made promptly to the Parish Clerk (within 2 months of expenditure) and where relevant **MUST** be accompanied by a receipt.

Parish Councillors may be reimbursed for purchases made on behalf of the Parish Council – made with the prior approval of the Parish Council.