

ROTHWELL TOWN COUNCIL

Mayor and Members Expenses Policy

1. Councillor's Allowances

- 1.1. The Local Authorities (Members Allowances) (England) Regulation 2003 apply to those parishes that pay member's allowances. Rothwell Town Council make no provision for allowances, but does make provision for reimbursement of expenses as detailed below.

2. Mayor's Allowance

- 2.1 A budget of £1,000 is set aside for the Mayor (paid in May and December) each year to cover:
 - (a) Expenses incurred through travel (The HMRC approved rate, current 45p per mile tax free 2020/21) and subsistence expenses to attend events to which the Mayor has received an official invitation through the Town Council office.
 - (b) Expenses incurred for the cost of any tickets for events to which the Mayor has received an official invitation through the Town Council office.
- 2.2. If the Mayor is unable to attend an event to which they have received an official invitation through the Town Council office, 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). The expenses will be charged against the Mayor's budget.

3. Members' and Co-opted Members' Expenses

- 3.1 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.