



TO: COUNCIL FORUM  
FROM: CHIEF EXECUTIVE  
DATE: 28 JANUARY 2010

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## ELECTION RECHARGES FOR PARISH AND TOWN COUNCILS

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### 1. PURPOSE

The purpose of this report is to inform members and seek approval of the proposed basis of recharging parish and town councils for the costs incurred by the Borough Council in running contested elections of their behalf.

### 2. RECOMMENDATIONS

Members approve the recharging of all parish and town councils in the Borough for the costs incurred by the Council in running all future contested elections on their behalf.

### 3. KEY ISSUES

The Council does not currently recharge parish councils for the cost of running contested elections. Many councils do recharge both in Lancashire and elsewhere.

Section 36(5) of the Representation of People Act 1983 allows a Council if it so requires to recharge parish/ town councils for the expenditure properly incurred in running elections on their behalf.

There is no standard parish council election cost as there are many variables ranging from the size of the electorate to the cost of hiring a polling station. The estimated costs for two parish councils with a differing electorate are attached at Appendix 1 as an example of the proposed basis for recharging.

If the Council does decide to levy a charge, then where there is a combined Borough or European and parish/town council election, the charges for poll card delivery, polling station staff and polling station hire charges will all be shared 50/50.

The Borough Council will continue to meet the costs of uncontested elections. The costs incurred would be nominal (approximately £200 to £300) in most cases.

CONTACT OFFICER: Graham Burgess – Chief Executive  
DATE: January 2010  
BACKGROUND PAPER: None

## PARISH ELECTIONS – EXAMPLES OF ESTIMATED COSTS

Parish	Electorate	Item	Quantity	Cost		
Eccleshill 5 Councillors	232	poll cards <sup>1</sup>	232	£300.00		
		postal vote packs	100	£600.00		
		ballot papers	250	£400.00		
		postage – outward postal votes	58	£20.30		
		postage – returned postal votes	44	£15.40		
		stationery	various	£100.00		
		poll card delivery <sup>1</sup>	232	£53.36		
		polling station staff	2	£303.00		
		count staff	2	£50.00		
		polling station hire fee	1	£152.00		
		staff fees	6	£225.00		
					<b>Total</b>	<b>£2,219.06</b>
					<b>Total if combined</b>	<b>£1,674.88</b>
<b>Council Tax Base 94.66</b>		<b>Current precept</b>		<b>£2,741</b>		
<b>Band D equivalent £28.96</b>						

Parish	Electorate	Item	Quantity	Cost
Livesey 8 Councillors	4,789	poll cards <sup>1</sup>	4,789	£490.00
		postal vote packs	1,200	£2,252.00
		ballot papers	5,000	£1,437.50
		postage – outward postal votes	1,111	£388.85
		postage – returned postal votes	833	£291.55
		stationery	various	£100.00
		poll card delivery <sup>1</sup>	4,789	£862.02
		polling station staff	6	£909.00
		count staff	6	£150.00
		polling station hire fee	3	£550.00
		staff fees	6	£1,273.00
		Environment Department recharges	1	£1,000.00
			<b>Total if combined</b>	<b>£7,697.41</b>
<b>Council Tax Base 2,000.93</b>		<b>Current precept</b>		<b>£14,000</b>
<b>Band D equivalent £7.00</b>				

1. Parish Councils can choose not to have poll cards for elections that are not combined with other elections. This would have an impact on turnout if the election is not well publicised.