

East Devon District Council
DISTRICT AND PARISH ELECTIONS

Scale of Fees

May 2023

1	Premises, Equipment, Stationery etc	
	Hiring of premises, including heating, lighting and cleaning; fitting up of rooms as Polling Stations with all necessary equipment and transport; provision of all necessary stationery and printing of notice; postages and all other necessary expenses not otherwise provided for.	Actual and necessary cost
2	Travelling	
	Travelling expenses of the Returning Officer, Deputy Returning Officers, Presiding Officers, Poll Clerks, Counting Assistants and for any other person employed and authorised by the Returning Officer in, on or about the election. <i>Note: A taxi or hire car shall not be used without the prior consent of the Returning Officer except in the case of emergency on the day of poll.</i>	Approved Inland Revenue Rate from time to time
3	Returning Officer's Fees	
	<p>1. District Council Elections</p> <p>a. If the election is contested:</p> <p style="padding-left: 20px;">(i) Basic fee for an electorate of not more than 1000 per ward</p> <p style="text-align: right;">£165</p> <p style="padding-left: 20px;">(ii) Where number of electors in a Ward is more than 1000 – an additional fee for each 250 electors or part thereof beyond the first 1000 electors</p> <p style="text-align: right;">£21</p> <p>b. If the election is uncontested – per Ward</p> <p style="text-align: right;">£76</p> <p>2. Parish Council Elections</p> <p>c. If the election is contested:</p> <p style="padding-left: 20px;">(i) Basic fee for an electorate of not more than 1000 per Parish (or per Ward in a Warded Parish)</p> <p style="text-align: right;">£122</p> <p style="padding-left: 20px;">(ii) Where number of electors in a Parish or Ward of a Parish is more than 1000 – an additional fee for every 250 electors or part thereof beyond the first</p> <p style="padding-left: 20px;">(iii) 1000 electors</p> <p style="text-align: right;">£10</p> <p>3. Postal/Proxy Votes – for each Election</p> <p>For issue and validation of postal votes – for every 100 or part thereof</p> <p style="text-align: right;">£108</p>	

4	Polling Station Staff a. Presiding Officers b. Poll Clerks c. Training fee for Presiding Officers and Poll Clerks	£350 £225 £50
5	Counting Staff a. Counting Assistants Day Rate/Evening Rate/Weekend Rate per hour b. Count Supervisors Rate Per hour c. Deputy Returning Officer (appointed for the purpose of the conduct of the Count of Votes and declaring the result of the election) Rate Per hour	£14/£22/£25 £41 £45
6	Preparation and Delivery of Poll Cards <i>(SAME RATE AS EQUIVALENTS ON PARLIAMENTARY SCALES)</i> Where applicable, the following fees shall be paid: a. Where the Poll Cards are not completed by hand – for the sorting and despatch of Poll Cards or Proxy Poll Cards (excluding postage) – per 100 or part thereof	£5