

**APPENDIX A**

	<b>ELECTORAL SERVICES - SCALE OF FEES</b> <b>1 April 2022 to 31 March 2023</b>	2021/2022	2022/23
<b>Duty</b>		<b>Fee £</b>	<b>Fee (£)</b>
<b>1. Polling staff (set fee)</b>			
Presiding Officer		*250.00	*255.00
Presiding Officer (covering two stations – additional payment to *)		125.00	127.50
For combined polls, additional payment of (P.O.'s)		30.00	30.53
Poll Clerk		150.00	160.00
For combined polls, additional payment of (P.C.'s)		20.00	20.35
Presiding Officer (Parish/Town Poll only)		95.30	95.63
Poll Clerk (Parish/Town Poll only)		53.40	60.00
<b>2. Counting staff</b>			
Senior Count Supervisor per hour		43.90	43.90
Count supervisor per hour		38.50	38.50
Counting Assistant per hour		18.80	18.80
<b>3. Postal voting staff</b>			
Postal Vote Supervisor – per hour		25.00	25.00
Postal Votes Assistant - per hour		12.50	12.50
Postal Vote Quality Control (set fee)		227.90	227.90
Postal Vote Driver		18.80	18.80
Car Parking fees for Garden Square Multi Storey		As per parking charges	As per parking charges
<b>4. Polling Station Inspector staff</b>			
Senior Polling Station Inspector (set fee)		327.90	327.90
Polling Station Inspector (set fee)		250.00	255.00
<b>5. Councillor Liaison/Reception Duty per hour</b>			
		18.80	18.80
<b>6. Clerical Assistance/Ballot Box Preparation</b>			
Administration per hour		9.00	9.50
<b>7. Returning Officer's fees</b>			
(a) For each contested ward/parish:			
Up to 1000 electors		89.50	89.50
For each additional 1000 electors or part thereof		43.70	43.70
(b) For each un-contested ward/parish		33.30	33.30
(c) Where polls are combined		32.30	32.30
<b>8. Training</b>			
Presiding Officer		29.60	29.60
Poll Clerk		29.60	29.60
Senior/Polling Station Inspector		29.60	29.60

<b>9. Travel for Polling Station Inspectors/Canvassers (Returns) /Postal Vote Issue/Postal Vote Driver</b>		
Mileage payable at the recommended HMRC approved amount of 45 pence per mile for cars for the first 10,000 miles and 25 pence per mile thereafter.		
<b>10. Canvasser – Canvass Forms and Invitation to Register Forms (RETURNS)</b>		
Rural – Form Left at Property	0.75	0.75
Rural – Form returned from property	2.00	2.00
Urban – Form left at property	0.50	0.50
Urban – Form returned from property	1.50	1.50
<b>11. Poll Card Delivery and Canvass Form Delivery</b>		
Poll Card Delivery (per card)	20 pence	20 pence
Canvass Form Delivery (per form)	20 pence	20 pence
<b>12. Elections Porter – per hour</b>	-	12.50