

**APPENDIX A**

	<b>ELECTORAL SERVICES - –SCALE OF FEES 1 April 2020 to 31 March 2021</b>	2019/20	2020/21
<b>Duty</b>		<b>Fee £</b>	<b>Fee £</b>
<b>1. Polling staff (set fee)</b>			
Presiding Officer		223.40	*227.90
Presiding Officer (covering two stations – additional payment to *)			100.00
Conveyance of Ballot Box (PO'S)		12.50	12.80
Where two polls are combined (P.O.'s)		22.40	22.90
Poll Clerk		134.10	136.80
Where two polls are combined (P.C.'s)		13.30	13.60
Travel Expense (PC)			5.10
Presiding Officer (Parish/Town Poll)			76.00
Conveyance of Ballot Box (POs)			12.80
Poll Clerk (Parish/Town Poll)			45.60
Travel Expense			5.10
<b>2. Counting staff</b>			
Count Manager per hour			56.30
Senior Count Supervisor per hour		41.80	42.70
Count Supervisor per hour		36.70	37.50
Counting Assistant per hour		18.40	18.80
<b>3. Postal voting staff</b>			
Postal Vote Supervisor – per hour		24.50	25.00
Postal Votes Assistant - per hour		12.20	12.50
Postal Vote Quality Control (set fee)			227.90
Postal Vote Driver			18.80
Car Parking fees for Garden Square Multi Storey			As per parking charges
<b>4. Polling Station Inspector staff</b>			
Senior Polling Station Inspector (set fee)			327.90
Polling Station Inspector (set fee)			227.90
<b>5. Councillor Liaison/Reception Duty per hour</b>			
			18.80
<b>6. Clerical Assistance/Ballot Box Preparation</b>			
Administration per hour		8.50	8.70
<b>7. Returning Officer's fees</b>			
(a) For each contested ward:			
Up to 1000 electors		87.70	89.50
For each additional 1000 electors or part thereof		42.80	43.70
(b) For each un-contested ward/parish		32.60	33.30

(c)	Where polls are combined	31.60	32.30
(d)	For each additional parish	11.20	11.50
<b>8. Training</b>			
	Presiding Officer	26.30	26.90
	Poll Clerk		26.90
	Senior/Polling Station Inspector		26.90
<b>9. Travel for Polling Station Inspectors/Canvassers/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 – Household Enquiry Forms and Invitation to Register Forms</b>			
Rural – Form Left at Property			0.75
Rural – Form returned from property			2.00
Urban – Form left at property			0.50
Urban – Form returned from property			1.50
Bonus – cumulative return rate from all rounds canvassed divided by number of rounds canvassed. Payable and varies on each individual.			£1 per 1%