



St Albans Parish Remuneration Panel
District Council Offices
St Peter's Street
St Albans
Herts AL1 3JE

28 November 2017

Mr N Khanna
Parish Clerk
Redbourn Parish Council;
Redbourn Parish Centre
The Park
Redbourn
St Albans
Herts AL3 7LR

Dear Mr Khanna

**SCHEME OF ALLOWANCES FOR MEMBERS OF REDBOURN PARISH
COUNCIL IN 2018/19**

I write to thank you and the Parish Chairman, Councillor Mitchell, for attending the meeting of the Parish Remuneration Panel on 16 October 2017.

The information which you both provided then about the work of Parish Councillors and the answers which you gave to our questions were most helpful to our consideration of the issues. I understand that you were informed subsequently that we could not reach a view regarding the proposal to increase your Council's parish basic allowance for 2018/19 until further information was provided. When the Panel met again on 20 November, we had the benefit of seeing 2 sets of Committee meeting Minutes and the Minutes of the Annual Meeting of your Council in May which related to the parish basic allowance.

We concluded then that an increase in the parish basic allowance for 2018/19 to 10% of the prevailing basic allowance payable to St Albans District Councillors from its current rate of 6.5% would be excessive. We considered that an increase in the parish basic allowance for 2018/19 in line with the rate of inflation for the last 2 years, as measured by the Consumer Prices Index (CPI), would be more reasonable.

May I remind you, please, about the publicity requirements placed upon authorities which have received recommendations from Parish Remuneration Panels, as set out in Regulation 30 of the Local Authorities (Members' Allowances) (England) Regulations 2003. A copy of that Regulation is enclosed for your information.

If you have any questions arising from this letter please contact Paul Warne
(email: paul.warne@stalbans.gov.uk tel. 01727 819520).

Yours sincerely,

A handwritten signature in black ink, appearing to read "A Bell". The signature is written in a cursive style with a small flourish at the end.

Chairman, St Albans
Parish Remuneration Panel

**EXTRACT FROM THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES)
(ENGLAND) REGULATIONS 2003**

"Publicity in respect of reports of parish remuneration panels

30.—(1) Once an authority receives a copy of a report made to it by a parish remuneration panel in accordance with regulation 28, it shall, as soon as reasonably practicable—

- (a) ensure that copies of that report are available for inspection by members of the public on reasonable notice; and**
- (b) arrange for the publication in a conspicuous place or places in the area of the authority, for a period of at least 14 days, of a notice which—**
 - (i) states that it has received recommendations from a parish remuneration panel in respect of allowances;**
 - (ii) describes the main features of that panel's recommendations and specifies the recommended amounts of each allowance mentioned in the report in respect of that authority; and**
 - (iii) states that copies of the panel's report are available for inspection on reasonable notice and gives details of the manner in which notice should be given of an intention to inspect the report.**

(2) An authority shall supply a copy of a report made by a parish remuneration panel in accordance with regulation 28 to any person who requests a copy and who pays to the authority such reasonable fee as the authority may determine."