

**From:** [REDACTED]  
**Sent:** 11 October 2023 10:20  
**To:** undisclosed-recipients:  
**Cc:** [REDACTED]  
**Subject:** Uncontested Elections - Fee

Dear Clerks

As you are aware parishes are currently only recharged a fee where an election is contested. If the parish election is one that is shared with another type of election i.e. a district election, the costs are shared, and if the election isn't shared then the respective parish bares the cost.

Most parish elections are not contested. However, the work involved up to the close of nominations remains the same. For instance, the election still must be set up within the electoral management system, a briefing prepared where clerks and candidates are invited (and strongly encouraged) to attend, an informal checking service of nomination papers made available, the nomination papers have to be formally accepted and notices proofed and published.

It is only when we are at the stage of the close of nominations that we know that the parish won't have a contested election. Following which, rather than a notice of candidates, we must publish and circulate uncontested notices.

Given the amount of work involved, we feel that it's reasonable that parishes contribute to the significant work involved with this process.

It is therefore being proposed to introduce an uncontested fee, which would be effective from the elections in May 24, and would be banded dependent on the number of seats on the parish. The current proposal is as follows:

Up to and including 5 seats	£250
Between 6 and up to and including 10 seats	£450
Over 10 seats	£650

We would like to hear your views on this proposal.

We appreciate that this is a change. Everyone is struggling with the financial situation; budgets are being squeezed. However, we feel that this is a modest contribution and with scheduled elections only occurring every 4 years, parishes should have the opportunity to factor this into their budget setting process.

Please note that this change will only apply to scheduled elections and by-elections called by the electorate of the parish, as these involve going through a nominations period. This change will not apply to casual vacancies (i.e. death, resignation or disqualification of a councillor) and no election is called after the statutory 14 day period, when parishes are free to co-opt.

At the November Council meeting there will be a report presented regarding the Election Scale of Fees and the uncontested fee will be incorporated within the report. The final decision will then be conveyed to parishes, to provide sufficient time for parishes to accommodate this within the budget setting process.

We hope that you understand and would appreciate any feedback on the proposal by Monday 6 November. Any comments received will be incorporated into the report presented to Council.

Kind regards

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