

APPENDIX 1
ADMINISTRATIVE COUNTY OF SOMERSET

**2022 SCALE OF EXPENSES which may be incurred in
relation to the Election of County Councillors**

A – FOR SERVICES OF DEPUTY RETURNING OFFICERS

To each Deputy Returning Officer for all necessary services:-

1. **Contested Elections**

A fee of **£226.84** for each contested election of a County Councillor, provided that such fee shall be increased by **£117.62** in the case of a Deputy acting for not more than one election on the same day.

2. **Uncontested Election**

A fee of **£57.14** for each uncontested election.

To each Deputy Returning Officer separately appointed by the County Returning Officer for the counting of the votes at a contested election, a fee of **£57.14** for the first election plus **£28.60** for each additional contested election.

B – CLERICAL ALLOWANCES

1. **Contested Election**

A Clerical allowance of **£350.00** for each contested election of a County Councillor, provided that such fee shall be increased by **£120.00** in the case of a Deputy acting for not more than one election on the same day.

2. **Uncontested Election**

A Clerical allowance of **£100.00** for each uncontested election.

C – DISBURSEMENTS

1. **In a Contested Election**

(1.1) For the employment of clerks in) **£2.00** per postal vote
connection with the despatch)
and opening of postal voters')
ballot papers.)

- (1.2) For the printing and production of postal voting documentation Actual and necessary cost
- (1.3) For all postal voting postages Actual and necessary cost
- (2) For the presiding officer employed at a polling station, to include all expenses other than any travelling expenses authorised by this scale £240.00 or £260.00 where County Council and other elections are held together. In addition, for undertaking compulsory training an expense of £35 is paid.
- (3) For the Poll Clerk employed at a polling station to include all expenses other than any travelling expenses authorised by this scale £160.00 or £175.00 where County Council and other elections are held together. In addition, for undertaking compulsory training an expense of £35 is paid.
- (4) For each person employed in counting votes to include all expenses £24.00 for the first hour and £12.00 per half hour or part half hour thereafter.
- (5) For the employment of a supervisory counting assistant a sum of £40.00 for the first hour or part thereof and £20.00 per half hour or part thereafter.
- (6) For each Polling Station Inspector to include all expenses other than any travelling expenses authorised by this scale £300. In addition for attending compulsory training an expense of £35 is paid.
- (7) Travelling expenses of Deputy Returning Officers, and those employed by the DRO other than election day staff.) NJC Casual User Scale for vehicles not exceeding
- (8) Travelling expenses of presiding officers, poll clerks and counting staff including any expenses incurred in those cases where presiding officers or poll clerks are responsible for the transport of the boxes to or from the polling stations.) 45p per mile
- (9) For printing and providing Actual and necessary cost.

ballot papers.

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| (10) | For printing and providing notices and other documents required in and about the election or poll and costs of publishing same. | Actual and necessary cost. |
| (11a) | For the preparation and revision of Poll Cards. | £2.05 per 100 cards. |
| (11b) | For the printing of Poll Cards | Actual and necessary cost |
| (11c) | Delivery of Poll Cards. | Actual and necessary cost. |
| (12) | For the hire of any building or room for the purpose of the election and for expenses for heating, lighting and cleaning any building or room. | Actual and necessary cost. |
| (13) | For adapting any building or room for the purpose of the election and restoring it to fit condition for its normal use, including the fitting up of voting compartments and the hire of necessary furniture where this is not otherwise obtainable. | Actual and necessary cost. |
| (14) | For use of Polling Screens owned by District Councils. | £15.00 per Polling Station. |
| (15) | For use of Election Equipment at Polling Stations owned by District Councils. | £22.00 per Polling Station. |
| (16) | For the conveyance of ballot boxes, ballot papers, polling screens etc., in those cases where the cost of transport is not included in the travelling | Actual and necessary cost. |

expenses of presiding officers
and poll clerks under C(1)7.

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| (17) | For copies of the Register of Electors. | Actual and necessary cost. |
| (18) | For general stationery, postages, telemessages, telephone expenses, bank charges and other incidental expenses. | Actual and necessary cost. |
| (19) | For the provision of PPE, safety screens etc | Actual and necessary cost. |

2. **In an Uncontested Election**

	For all necessary preliminary work.	Actual and necessary cost.
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Chief Executive and County Returning Officer
Somerset County Council
County Hall
Taunton

January 2022