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Our ref: EKJIRP/KBS  
Your ref:  
Date: 23 January 2026

Dear Town/Parish Clerk

### QUADRENNIAL REVIEW OF TOWN AND PARISH COUNCIL ALLOWANCES – EKJIRP RECOMMENDATIONS

I am writing to inform you of the outcome of the Quadrennial Review of Town and Parish Council Allowances for the period 2026 to 2030. This follows my letter of 12 March 2025 seeking your views ahead of the review.

The East Kent Joint Independent Parish Remuneration Panel met on 9 January 2026 to consider the results of the review and the recommendations proposed by Democratic Services. The Panel agreed with the recommended allowances and that the report should be circulated to town and parish councils within the Canterbury City Council, Dover District Council and Thanet District Council areas.

A summary of the recommended allowances (Parish Basic Allowance, Chairman's Parish Basic Allowance and travel and subsistence allowances) for the period 2026 to 2030 are set out in Section Four (pages 24 to 31) of the Quadrennial Review report attached to my e-mail.

For ease, the main changes to the Basic Allowance levels are an additional band and a new percentage structure (see table below). The additional band (Band A) is designed to recognise the complexity and workload of the larger councils, whilst the percentages have been increased to reflect the average level of inflation over the last four years and increased costs of living since the last review was carried out in 2021.

The new banding and percentage structure for 2026-2030 is as follows:

<b>New Band &amp; Percentage</b>	<b>Previous Allowance &amp; Percentage (2021-2025)</b>	<b>Recommended Basic Allowance 2026-2030</b>
Band A (20%) <i>Pop: 30,000+</i>	<i>Not applicable</i>	<b>£1,140</b>
Band B (15%) <i>Pop: 20,000-29,999</i>	£600 (12%)	<b>£850</b>
Band C (10%) <i>Pop: 10,000-19,999</i>	£300 (6%)	<b>£570</b>

Band D (5%)	£150	<b>£280</b>
Pop: 1-9,999	(3%)	

The recommendations in respect of travel and subsistence allowances were that they should be paid in accordance with the approved HMRC (HM Revenue & Customs) levels, also known as AMAP or Approved Mileage Allowance Payments.

The Panel recommends that the Parish Basic Allowance and Parish Chairman's Basic Allowance should be index-linked to the Consumer Price Index for the next four years to ensure that the allowances for parishes in the same band increase at the same rate. In respect of travel and subsistence allowances, it is recommended that they should be index-linked to HMRC's Approved Mileage Allowance Payments and subsistence rates for the next four years.

**Payment of the allowances covered by this review are discretionary and it is for individual town and parish councils to decide whether to pay all, some or none of the allowances recommended by the Panel.** The only requirement is that councils should consider the recommendations of the Panel when determining what (if any) allowances to pay their elected members (co-opted and appointed members are entitled to travel and subsistence allowances only).

If you have any questions, please feel free to contact me on 01304 872303 or by e-mail at [kate.batty-smith@dover.gov.uk](mailto:kate.batty-smith@dover.gov.uk).

Yours faithfully

**Kate Batty-Smith**  
Democratic Services Officer  
Dover District Council