

**Single Member Cabinet Decision****Executive  
Forward Plan  
Reference****E3599****Parish and Town Council Election Recharges**

<b>Decision maker/s</b>	Cllr Mark Elliott, Cabinet Member for Resources
<b>The Issue</b>	<p>Bath &amp; North East Somerset Council currently covers the full costs incurred by the Returning Officer for all scheduled Parish and Town Council elections. At by-elections the Council recovers 50% of the cost for the first by-election, and 100% of the cost if any additional by-elections take place in the same Parish or Town Council before the following scheduled elections.</p> <p>It is proposed to introduce recharges to Parish and Town Councils for the costs incurred by the Returning Officer for all Parish and Town Council elections and by-elections, with effect from 1 April 2026.</p> <p>The recharges to Parish and Town Councils are on a cost recovery basis only, and no income will be generated by the Council as a profit.</p>
<b>Decision Date</b>	6th January 2026
<b>The decision</b>	The Cabinet Member agrees that recharges to Parish and Town Councils for all their election and by-election costs are introduced with effect from 1 April 2026.
<b>Rationale for decision</b>	<p>The cost of Parish and Town Council elections and by-elections will be met through the parish precept by the local residents of the area where there is an election.</p> <p>Without a recharge policy in place, all Bath and North East Somerset Council taxpayers would continue to bear the burden of the cost of Parish and Town Council elections, regardless of whether they reside in one of the areas where there is a contested election or whether they have a Parish or Town Council.</p>
<b>Financial and budget implications</b>	It is anticipated a saving of approximately £40,000 at the next scheduled Parish and Town Council elections (Thursday 6 May 2027).
<b>Issues considered</b>	Corporate
<b>Consultation undertaken</b>	Ward Councillors; Parish Councils; Town Councils; Overview & Scrutiny Panel; Section 151 Finance Officer; Chief Executive; Monitoring Officer; ALCA.
<b>How consultation was carried out</b>	Officers shared the proposals and methodology for the recharges with ALCA, Ward Councillors and Parish and Town Councils.
<b>Other options considered</b>	The other option considered was for the Council to continue to organise Parish and Town Council elections at no cost to the Parish and Town Councils. This option would have an adverse impact on the Council budget for the local government elections in May 2027.

<b>Declaration of interest by Cabinet Member for decision:</b>	None
<b>Any conflict of interest declared by anyone who is consulted by a Member taking the decision:</b>	None

<b>Name and Signature of Decision Maker</b>	 Councillor Mark Elliott Deputy Council Leader and Cabinet Member for Resources Bath and North East Somerset Council
<b>Date of Signature</b>	6 January 2026
<b>Subject to Call-in until 5 Working days have elapsed following publication of the decision</b>	