

Table to indicate parish election recharges, when a parish election is combined with a Unitary election.

(The term "parish" below is used to represent "parish election". In some cases there may be more than one parish election per parish.)

<u>Heading</u>	<u>Description</u>	<u>Source</u>	<u>Cost to parish</u>	<u>Cost to Unitary</u>	<u>Method of apportionment</u>
Returning Officer	Fee paid to Returning Officer	Wiltshire scale of fees and charges	Separate fee for parish election	Separate fee for Unitary election	Only the parish element is recharged to parishes
Clerical	Fee paid to Returning Officer to cover admin / clerical resources	Wiltshire scale of fees and charges	Separate fee for parish election	Separate fee for Unitary election	Only the parish element is recharged to parishes
Premises	Cost of hiring polling stations and count venue. There may be more than one polling station in use at each election.	As charged by owner of premises	Shared	Shared	Split according to the number of elections in the particular station, often 1 Unitary election and one Parish election, i.e. 50/50. Would be split into thirds if there were two Unitary wards and one parish ward in the station. The count venue tends to be absorbed as a Unitary cost.
Polling staff	Fee paid to staff on duty at the polling station	Wiltshire scale of fees and charges	Shared	Shared	Split according to the number of elections in the particular station, often 1 Unitary election and one Parish election, ie 50/50. Would be split into thirds if there were two Unitary wards and one parish ward in the station.
Postages	Cost of outgoing and incoming postage on postal votes	Actual cost	If sent separately from Unitary postal votes, then the actual cost is recharged, using actual numbers sent and received.	If sent separately from Parish postal votes, then the actual Unitary cost is paid by the Unitary	If a combined parish/Unitary postal vote is sent, then the cost is apportioned on actual numbers.
Ballot papers	Printing cost of ballot papers	Print company	Actual cost	Actual cost	Often the print company can only split invoices into parish and Unitary, in which case the total parish element is apportioned across parishes according to electorate. Unitary ballot papers are invoiced separately, and not recharged to parishes.
Labour	Incidental labour costs, mainly in association with the delivery of polling screens	Hourly rate or job rate submitted by contractor	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity
Transport	Incidental transport costs, mainly in association with the delivery of polling screens	Hourly rate or job rate submitted by contractor	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity	In theory, split 50/50 between parishes and Unitary, but often absorbed into Unitary costs for simplicity
Count	Fees payable to count staff	Wiltshire scale of fees and charges	Separate fee for parish election	Separate fee for Unitary election	Parish element is recharged back to parishes based on electorate of those parishes contested
Notices and stationery	Printing of notices, electoral supplies including absent voting packs and statutory forms	Supplier	Items specific to parish election only	Anything other than clearly identifiable parish notices and stationery	Tends to be absorbed by the Unitary, other than anything which can easily be identified as a "parish only" expense, in which case that element would be recharged across parish elections based on electorate.