



ABERGAVENNY TOWN COUNCIL

RECOVERING FINANCIAL ALLOWANCES

1. INTRODUCTION

- 1.1 Abergavenny Town Council has a duty to ensure good financial management and appropriate use of its funds.
- 1.2 Abergavenny Town Council adopts the IRPW (Independent Remuneration Panel Wales) mandatory allowances and annually takes a decision on the discretionary allowances which Councillors are entitled to receive for carrying out their duties.
- 1.3 The allowances are generally paid in advance in full or staged.

2. POLICY

- 2.1 This policy sets out the circumstances in which financial allowances paid in advance will be recovered or not recovered. This policy applies to all allowances.
- 2.2 The Town Council will seek to recover the allowance should a Councillor resign from office or be disqualified from office. Any allowance paid in advance will be reclaimed on a pro rata basis. A part month will not be included in the repayment calculation.
- 2.3 The Town Council will not seek to recover the allowance in the following circumstances:
 - Bereavement
 - Long term illness which results in long term absence
 - When the Town Council has been informed and accepted an apology from a Councillor for long term absence

3. PROCEDURE

- 3.1. The Town Clerk will formally write to the ex-Town Councillor requesting the repayment of the allowance, allowing one month in which to make the payment or to contact the Town Clerk to discuss alternative repayment terms.
- 3.2 Should the repayment not be made, or contact not made with the Town Clerk, then the matter will be brought back to Policy & Resources Committee for consideration of further action.