



Rutland
County Council

Rutland County Council

Catmose

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Parish Elections – Rutland 2027

Dear Parish Clerk,

With Parish Council elections scheduled for 2027, I am aware that you will want to budget for the costs (payable in FY 2027/28) for these elections. Due to Local Government Reorganisation work we are currently unable to confirm what other elections will take place in 2027, and therefore the costs below relate to a standalone parish election (being the worst-case scenario for your budget).

If other elections are held concurrently then costs could reduce significantly and if an election is uncontested costs will also be significantly less. Other factors such as the number of contested elections and whether you wish to use poll cards will also affect the cost (especially print costs) so we would recommend that you base your budget on worst-case scenario costings. Please note that the print costs for smaller parishes are based on a printer providing for a single parish election only and therefore are subject to minimum setup costs, which could be reduced if there is more than just one contested election.

The costs provided show both a contested and an uncontested election to help you budget. Please note that if there are only parish elections held you will need to confirm whether you will want to use poll cards at least six months in advance of the elections and you should make the decision well in advance as to whether you will require them as they represent a significant cost.

I have enclosed an estimate of costs but please note that they are subject to change. Staffing costs are based minimum polling station staffing levels in line with Electoral Commission guidance, and staffing levels for count/postal vote sessions are subject to change but are indicative, using current rates of pay.

Parish Precept Process

Rutland County Council requires each parish to return their parish precept request form for 2026/27 to our Finance team in January 2026 and for the 2027/28 year this will be required in January 2027. To ensure that your Parish Council has sufficient funds to pay for the election in 2027 I would suggest that you budget to spend the higher amount rather than hope for an uncontested election.

Total for uncontested election: £1,626.14

Maximum total cost for contested parish election only: £4,468.66



Please note that the costs quoted are a guide to assist you in setting your precepts, I would suggest that you allow at least an extra 15% to allow for any increased costs.

I hope this information will assist you in the budgetary process, should you have any queries regarding this matter please do not hesitate to contact my office on the number above.

Yours faithfully,

Jerry Barnes
Electoral Services Manager

Appendix:

A. Parish Council Costs Estimate for 2027 Election

Parish: Edith Weston No of Councillors: 7		Standalone	Uncontested	Cost basis
Total electorate: 580	In Person: 540	580		
	Postal: 40			
Admin up to Close of Nominations		182.00	182.00	Pre-Nomination Notices £6.50 Dealing with nominations £13.00 (per candidate)
Poll Cards (inc postage)		1,372.24	1,372.24	Poll Cards to be issued when Notice of Election published.
Charge for uncontested election			71.90	RO fee for uncontested £26.40 Notice of uncontested election, notification to candidates elected unopposed £6.50 per candidate (£32.50)
Total up to Close of Nominations		1,554.24	1,626.14	
Postal Pack (inc all postage)		868.00		Based on printing costs + postage.
Postal Vote Openings		61.67		Total staff cost based on 2023 elections apportioned on the number of postal voters as a % of the total for the whole county
Polling Station Sundries (Inc notices & equipment delivery		78.86		Total costs for polling booth delivery (est) apportioned on the number of parish voters as a % of the total for the whole county plus one presiding officer sundries pack per station
Ballot Papers		550.00		Station ballot papers to cover in person voters.
Polling Station Staff	Presiding Officers: 1 Poll Clerks: 2	811.26		Fee per Presiding Officer £319.26 Fee per Poll Clerk £246.00 Number of polling staff allocated in accordance with the "In Person" electorate at the station as per Electoral Commission recommendations.
Polling station hire		200.00		Cost of hire for allocated polling station based on 2023 quotes.
Staff Costs for Count		187.92		Total staff cost based on 2023 elections apportioned on the number of voters as a % of the total for the whole county
Returning Officer Staff (RO, DRO, Inspecting Officers)		147.62		Total cost calculated as per Fees and Charges order for parishes divided by the number of parishes.
Out of hours admin and count venue hire		9.09		To cover hire of count venue, out of hours phone cover, ballot box receipt & security at Catmose. Equally split between all parishes.
Total Cost Contested		4,468.66		
Additional Fee for warded Parishes				Only applicable to warded parishes. Uncontested fee included in pre-close of nomination figures above.
Total Cost inc Warding				