

Milly Southworth

From: Isabelle Risner <Isabelle.Risner@cornwall.gov.uk> on behalf of CornwallALC Enquiries <enquiries@cornwallalc.org.uk>
Sent: 12 December 2023 08:57
To: CornwallALC Enquiries
Cc: Sarah Mason
Subject: Town and Parish Council budgets - election costs
Attachments: Elector and postal markers report by parish - October 2023.pdf; PS in default 2025 budgets.xlsx; estimate penzance tc 4 wards 2023.xls

Information Classification: CONTROLLED

Dear All

We have been asked to share some data and potential cost calculations for the Council elections scheduled for 2025. The information provided is given to help you estimate the potential costs of a contested election either now or in 2025 and should only be used for budgeting purposes. Every council is recommended to build up an earmarked reserve in case there is a demand for an election in 2024 or to meet the costs of the 4 yearly election in 2025. Please find attached

- i) The elector data for each parish by ward, including the number of electors registered for postal votes and proxy voting
- ii) A list of polling stations in the Duchy. It is a simple list and will rely on you knowing where polling stations are situated in your parish/town. You may have more than one polling station for your area.
- iii) A calculator giving the breakdown of costs for individual elements of the election process. In 2025 the local council election costs will be shared with Cornwall Council and where possible this is indicated in the calculator either at 50% or some other figure. The worked example is for Penzance T C covering 4 wards.

To calculate the potential cost of elections for your parish you will need to use the attached information to estimate the costs. We have asked a number of supplementary questions and have been provided with the following further information.

- i) Personnel per polling station : the Electoral Commission guidance recommends
Up to 1250 electors in person : 1 Polling Officer and 2 Poll clerks
1251 – 2250 electors in person : 1 Polling Officer and 3 Poll clerks
- ii) Polling cards are optional for by elections, but are compulsory for the elections in 2025 and the cost will be shared 50/50 with Cornwall Council as it is a combined election.
- iii) Estimated costs for an uncontested election are issued in January of the year of the poll. You are advised to factor a 20% increase to the costs paid in 2021.
- iv) PV Open Assist – this is the cost for opening postal votes and will depend on the number registered for postal voting (identified on the electors per parish report attached)

Please forward any queries on the calculator and how to use it to sharon.richards@cornwall.gov.uk who will be able to advise further.

Kind regards,

Sarah Mason
County Executive Officer
Cornwall Association of Local Councils
1/1a, 1 Riverside House
Heron Way

Cornwall Council

Elector Postal Markers

Electoral Area

	Electors	Postal	Proxy	P/Proxy
St Veep Parish Council				
EVP - St Veep	279	49	0	0
St Veep Parish Council	279	49	0	0
St Wenn Parish Council				
AWN - St Wenn	321	35	0	0
St Wenn Parish Council	321	35	0	0
St Winnow Parish Council				
EWV - St Winnow	238	35	0	1
St Winnow Parish Council	238	35	0	1
Stithians Parish Council				
CSS - Stithians	1,726	272	0	0
Stithians Parish Council	1,726	272	0	0
Stokeclimland Parish Council				
NSD1 - Stoke Climland 1	1,059	177	3	1
NSD2 - Stoke Climland 2	239	49	0	0
Stokeclimland Parish Council	1,298	226	3	1
Tintagel Parish Council				
NTI - Tintagel	1,406	231	2	0
Tintagel Parish Council	1,406	231	2	0
Torpoint Town Council				
ETE1 - Torpoint East 1	1,677	260	4	0
ETE2 - Torpoint East 2	1,477	273	0	0
ETE3 - Torpoint East 3	1,818	424	0	0
ETW - Torpoint - West	706	128	2	0
Torpoint Town Council	5,678	1,085	6	0
Towednack Parish Council				
ITK - Towednack	386	99	0	0
Towednack Parish Council	386	99	0	0
Tregony with Cuby Parish Council				
TTYC - Tregony with Cuby	853	123	0	0
Tregony with Cuby Parish Council	853	123	0	0
Tremaine Parish Council				
NTE1 - Tremaine 1	34	7	0	0
NTE2 - Tremaine 2	29	5	0	0
Tremaine Parish Council	63	12	0	0
Treneglos Parish Council				
NTS1 - Treneglos 1	80	10	0	0
NTS2 - Treneglos 2	11	5	0	0
Treneglos Parish Council	91	15	0	0
Tresmeer Parish Council				
NTR - Tresmeer	162	16	0	0
Tresmeer Parish Council	162	16	0	0