



Lymminster Primary School

Governor's Expenses Policy

Sept 2025 – Sept 2026

Approved by:	Governors	FGB
Last reviewed on:	Sept 2025	
Next review due by:	Sept 2026	

1. Aims

The governing board has decided to pay reasonable allowances from the school's delegated budget to cover any costs that board members incur through carrying out their duties. This policy sets out the terms on which such allowances will be paid.

2. Legislation and guidance

The Governance Handbook allows boards in maintained schools with a delegated budget to choose whether or not to pay allowances to board members. Where they choose to do so, it must be in accordance with a policy. The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 apply.

3. Overview

Members of the governing board may claim allowances to cover expenditure necessary to enable them to perform their duties. This does not include attendance allowance or loss of earnings. Claims must be supported by receipts and approved in advance.

4. Monitoring arrangements

This policy will be reviewed every 3 years by the Finance Committee.

Appendix 1: Governor claim form

Name:

Address:

Claim period:

Total claimed: £

Signed: Date:

Appendix 2: Approved mileage rates

Cars and vans: 45p first 10,000 miles, 25p above

Motorcycles: 24p

Bikes: 20p