

Details of Travel/Approved Duty					Mode of Travel	Use of Own Vehicle				Use of Public Transport Please <input type="checkbox"/> and attach receipt/ticket	Travelling		Subsistence		
Date	Place	Time Left Home	Time Arrived Home	Name of Meeting		Miles	Mileometer Readings	Rate 45p	Shared Vehicle		£	p	£	p	
14.5.14	Base - Civic Centre			Full Council	CAR	34			<input checked="" type="checkbox"/>						
										Pick up Cllr Tilson				Rate 0.50	
										Return to home					
					Total	34									

If an allowance is claimed for travel in your own vehicle please state:

- (1) Registration No. GK 62 VST (2) Model of Car Green CP
 (3) Councillors travelling out of the authority on approved duties should travel by the most cost-effective methods that meet the needs of their travel requirements.

* If accompanied by another Member and/or officer please tick the box and state name: Cllr R Tilson
 (Fuel VAT receipts are required in order to make payment)

I DECLARE THAT

I have necessarily incurred expenditure on travelling and subsistence or performed an approved duty as a member of Shepway DC.
 I have actually made the payments claimed.
 The amounts claimed accord with the rates and limits determined by the Council's scheme of allowances.
 I have not made, and will not make, any other claim for allowances in connection with the duties indicated above.
 My vehicle is covered for business use on my car insurance.

SIGNED [Signature] NAME W. SIMMONS DATE 24/5/14

£	£
Approved for payment	
Head of Democratic Services and Policy	

AUDITORS AND APPROVEMENT

CORPORATE

28 MAY 2014

Mileage £100

28 MAY 2014

COUNCIL CHAMBERS

SHEPWAY DISTRICT COUNCIL - CLAIM FOR TRAVELLING AND SUBSISTENCE FOR APPROVED DUTIES

CONCESSIONARILY BUS
 RATES FOR JOURNALS
 AFTER 9.30 am

Details of Travel/Approved Duty

Date	Place	Time Left Home	Time Arrived Home	Name of Meeting	Mode of Travel	Use of Own Vehicle				Use of Public Transport	Travelling		Subsistence	
						Miles	Mileometer Readings	Rate 45p	Shared Vehicle *	Please ✓ and attach receipt/ticket	£	p	£	p
28/4/14	CIVIC CENTRE	1 pm	9 pm	PORTFOLIO BRIEFING	BUS					✓			8	95
6/5/14	LEASCLIFFE HALL	8.30 am	8.30 pm	NEW INFORMAL CABINET	BUS					✓	4	30		
11/5/14	CIVIC CENTRE	1 pm	8 pm	INFORMAL CABINET COUNCIL FINANCE MEETING	BUS					✓			5	00
7/5/14	CIVIC CENTRE	2.30 pm	8 pm	REGENERATION + HOUSING COMPANY MEETING	BUS					✓			4	82
Total														

If an allowance is claimed for travel in your own vehicle please state:

4-30 18-77

(1) Registration No. _____ (2) Model of Car _____

(3) Councillors travelling out of the authority on approved duties should travel by the most cost-effective methods that meet the needs of their travel requirements.

* If accompanied by another Member and/or officer please tick the box and state name: _____
 (Fuel VAT receipts are required in order to make payment)

Travel Claim => 4.30
 Subsistence Claim => 18.77

I DECLARE THAT
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 I have not made, and will not make, any other claim for allowances in connection with the duties indicated above.
 My vehicle is covered for business use on my car insurance.

SIGNED [Signature] NAME CLERK R.D. TILLSON DATE 28/5/14

£ 4 - 30	£ 18 - 77
Approved for payment	
Head of Administration	

Regen + Hourig G. Mealy

Stephen Lydie Ferner +
Purples Beeley
OCEAN INN
2 HIGH STREET
DYMCHURCH KENT TN29 0NG

Waitrose
Prospect Road
Hythe
Kent

MC #02
REG C02 28-04-2014 19:10 007552
CHECK No. 65

CT21 5NH
Telephone no. 01303 230318
www.waitrose.com/hythe

3/5 Inborn
& Inyphlo
Beeley

1 250ML MERLOT	14.80
ROAST BEEF	8.95
TL	13.75
CASH	20.00
CG	6.25

CRUSTY ROLL	£
3 @ £0.40	1.20
OX TONGUE	2.82
V COCO-COLA	1.00

** Roll's Buy 3 for £1 ** -0.20

5 items BALANCE DUE **£4.82**

Cash £5.00

CHANGE 0.18

Vat No 869 9272 53

CLAIM DINNER

Mr R Tillson

£8.95

VAT SUMMARY

Rate	Net	VAT	Gross
0.0%	3.82	0.00	3.82
20.0%	0.83	0.17	1.00
Totals	4.65	0.17	4.82

* WAITROSE OFFERS HAVE SAVED YOU *
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THANK YOU FOR SHOPPING
AT WAITROSE
18:30 07 May 2014
634 008 1025 40674

Mr R Tillson,



Sligecoach
green for smarter travel
Security ticket

Mr R Tillson
Chester Aveley

Route 101
Date: 504

Product: NEW PENNEY

Unit: 4.30

06 05/14 06:42

Issue Date
Issue No

00000000000000000000
1 FINE
R Tillson →