

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

## 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 Please <input checked="" type="checkbox"/> and attach receipt/ticket	Travelling		Subsistence	
						Miles	Mileometer Readings	Rate 45p	Shared Vehicle		£	p	£	p
1.10.14	BASE TO CIVIC CENTRE			Full Council	car	29.5								
16.10.14	BASE TO DUNGENESS			Staxi Holder	"	10.0				<input checked="" type="checkbox"/>	ONEWAY			
21.10.14	BASE - GRAND HOTEL			SITE VISIT RE DEV. CENT	"	24.5								
28.10.14	BASE - CIVIC CENTRE			Dev. Central	"	29.5				<input checked="" type="checkbox"/>				
<b>Total</b>						98.5								

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

- (1) Registration No. GK. 62 VST (2) Model of Car CITROEN C3

(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. 44.25 miles @ 0.50p  
54.25 @ 0.45p

\* If accompanied by another Member and/or officer please tick the box and state name: GIL R. TILSON

Mileage = ~~7~~  
£46.54

**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 PAUL W. JAMES DATE 28/10/14

£	£
<b>Approved for payment</b>	
Head of Administration	

Cliff P. Simon

**MFG NEW ROMNEY SERVICE STATION**

HIGH STREET  
NEW ROMNEY  
KENT TN28 8AZ  
TEL 01797 369700

VAT REG NO. 1234 14161

-852-62296 11/10/2014 16:29

MP 5 DIESEL 37.07L £ 50.01  
134.9ppl

TOTAL INC VAT £ 50.01

**\*\* Customer Receipt \*\***

Card: VISA DEBIT

11.10.2014 16:34:51  
Term.-Id.:71044319 TA-No.:257930  
Trx.-No.:8461 Act.code:00000000  
Receipt: 01/0972/C286  
Auth.: 015012  
App-ID: A0000000031010  
Card: xxxxxxxxxxxx4947  
Expiry: 05/17  
Issuer No: 0 TDS: ICC  
Total: 50.01GBP

Transaction complete  
EMV-DATA:: F800/410302/00  
Please debit my account with the  
total amount  
Verified by PIN  
Please Retain Receipt

**MOTORFUEL GROUP**

VAT REG NO. 1234 14161

RATE	EXCL	VAT	INCL
20.00%	41.68	8.34	50.01

THANKYOU AND PLEASE CALL AGAIN

October 2014

PROCLAIMED TO THE COMMITTEE - CONCESSIONARY OWN TRAVEL JOURNALS AFTER 9.30 AM  
 SHEPWAY DISTRICT COUNCIL - CLAIM FOR TRAVELLING AND SUBSISTENCE FOR APPROVED DUTIES

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Date	Place	Time Left Home	Time Arrived Home	Name of Meeting	Mode of Travel	Use of Own Vehicle				Use of Public Transport Please ✓ and attach receipt/ticket	Travelling		Subsistence	
						Miles	Mileometer Readings	Rate 45p	Shared Vehicle *		£	p	£	p
✓ 1/10/14	CIVIC CENTRE	From London	9.30 pm	Full Council Meeting	RAIL					✓	24	55	✓	
8/10/14	" "	4.30 pm	10.45 pm	RESOURCES (MGT) CTE	bus/ CAR					✓	25	00	✓	
14/10/14	" "	11.30 am	9.00 pm	BUDGET STRATEGY MEETING New Informal Cabinet	bus					✓				6 45
✓ 15/10/14	" "	2 pm	9.00 pm	PARKS + ENVIRONMENT MEETING New Cabinet	Bus/ TAXI					✓	25	00	✓	
18/10/14	SMITH SQUARE, LONDON	8.30 am	6.30 pm	LEIGH FINANCE SETTLEMENT SEMINAR	RAIL/ TUBE					✓	23	85	✓	
Total														
If an allowance is claimed for travel in your own vehicle please state:											98	-40	5	-45

CORPORATE  
29 OCT 2014  
POST ROOM

(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)

Public Transport ⇒ £ 98.40  
 Subsistence ⇒ £ 5.45

**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 Ruler D. Till NAME Clerk R. D. TILSON DATE 27/10/14

£ 98-40	£ 5-45
<b>Approved for payment</b>	
Head of Administration	

YOU VE TRIED THE REST NOW TRY THE BEST!  
 AIRPORTS, DISTANCE AND ACCOUNT WORK WELCOME  
 EXECUTIVE CARS AVAILABLE ON REQUEST  
 THE BEST OUT OF TOWN PRICES  
 4, 5, 7 & 8 SEATER VEHICLES  
 FRIENDLY AND COURTEOUS DRIVERS  
 Mr R Tillson [www.jitaxis.com](http://www.jitaxis.com)  
 WHY NOT ADD OUR NUMBER TO YOUR PHONE!  
**01303 244 442**  
 For low cost printing visit [www.guestie-printing.co.uk](http://www.guestie-printing.co.uk) or ring 01933 47332

ABDUL  
 R25  
 15/10/14

Class	Ticket type	Adult	Child
STD	OFF-PEAK DAY S	ONE	NIL
SNR	Valid until	Number	Price
	18.OCT.14	35911	£24.55X
From	Route	Valid to	
LONDON TERMINALS	PLUS HIGH SPEED	SEE RESTRICTNS	
To			
FOLKESTONE STNS			
SINGLE			

16:05  
 : 2728  
 3.85  
 1.60  
 .45  
 £0.91

**Day Travelcard**

Class	Ticket type	Start date	Price
STD	OFF-PEAK TCD	18.OCT.14	£23.85M
SNR	Valid until	18.OCT.14	1509500430
Between	Route	Number	
ASHFORD INTL. * & LONDON ZONES 1-6	PLUS HIGH SPEED	89379	

Mr R Tillson

**FOLKESTONE TAXIS**  
**CUSTOMER RECEIPT**

DATE: 18/10/14 DRIVER NO: [Signature]  
 FROM: Mr R Tillson  
 TO: Mr R Tillson  
 RECEIVED: £25 WITH THANKS  
 SIGNED: Mr R Tillson

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