

MEMBER'S ALLOWANCES
Claim by Elected Member of Derbyshire County Council

MEMBER'S NAME: *Angelique Foster*
ADDRESS: *29 Burns Drive*
Overfield S18 1NS
Vehicle Reg. No. [Redacted]
Exact C.C. *Personal*
Insurance Com [Redacted]

Guidance Notes

- This form should be used to claim carers allowance, mileage, fares, parking fees and subsistence allowance.
- Please complete at least monthly.
- Please refer to the Members Allowances Scheme when completing this form, also available on the Council's website at www.derbyshire.gov.uk/council/members_allowances. For any queries on vehicle licencing and health standards, you should contact the DVLA at www.dvla.gov.uk.
- Subsistence payments can only be made tax-free when the official duty is more than 5 hours duration and more than 5 miles from base.
- If you have any problems please contact the Members Allowances Section in Room 202 or Ext 7717 - Mary Cundy.

CERTIFICATION BY MEMBER: I DECLARE THAT:-

- I have actually and necessarily incurred expenditure on travelling and subsistence for the purpose of enabling me to perform approved duties as a member of the Derbyshire County Council.
- I have actually paid the fares and made the other payments shown.
- The amounts claimed are strictly in accordance with the rates determined by the Council.
- I have a current full licence to drive the vehicle used and I have valid insurance; this covers me for business use and indemnifies the Authority against third party claims.
- My vehicle is taxed, has a valid MOT certificate (if older than 3 years) and is in roadworthy condition. I do not have any physical or mental disability/condition which affects my fitness to drive or take any drugs or substances which could impair my ability to drive.
- I claim carers allowance only in order to perform approved duties.
- The statements above and on the supplementary sheet attached are correct. Except as shown I have not made and will not make any claim under any enactment for travelling or subsistence expenses, or carers allowance in connection with my duties.

Signature of Member:

Personal

Date: *20 June 2017*

Tick as appropriate	
I have a fuel VAT receipt which I have retained	<input type="checkbox"/>
I have attached a fuel VAT receipt to this claim	<input type="checkbox"/>
I do not have a fuel VAT receipt	<input checked="" type="checkbox"/>

SUMMARY: (for office use only)		£	p
Car Allowance:	<i>570</i> Miles at <i>45</i> p	<i>256.50</i>	
Fares and other Authorised Payments			
Taxable Subsistence Allowance			
Non-Taxable Subsistence Allowance			
Carers Allowance			
Miscellaneous			
TOTAL AMOUNT DUE £		<i>256.50</i>	
Calculations Checked		<i>mc</i>	
Calculations Verified		<i>JB</i>	
Authorised for Payment		<i>JB</i>	

