

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

MEMBER'S NAME: Car Steve Bull  
ADDRESS: 53 Greenway  
Ashbourne Derbyshire

Vehicle Reg. No: [REDACTED]

Exact C.C. ....

Insurance Compa [REDACTED]

**Guidance Notes**

1. This form should be used to claim carers allowance, mileage, fares, parking fees and subsistence allowance.
2. Please complete at least monthly.
3. 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](http://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](http://www.dvla.gov.uk).
4. 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.
5. 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:-**

1. 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.
2. I have actually paid the fares and made the other payments shown.
3. The amounts claimed are strictly in accordance with the rates determined by the Council.
4. 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.
5. 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.
6. I claim carers allowance only in order to perform approved duties.
7. 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 the duties indicated above.

Signature of Member: [REDACTED]

Date: 26<sup>th</sup> / 7 / 18.

**Tick as appropriate**

I have a fuel VAT receipt which I have retained

I have attached a fuel VAT receipt to this claim

I do not have a fuel VAT receipt

**SUMMARY: (for office use only)**

Car Allowance:

..... 601 Miles at 45 p 270.45

Fares and other Authorised Payments 7.50

Taxable Subsistence Allowance

Non-Taxable Subsistence Allowance

Carers Allowance

Miscellaneous

**TOTAL AMOUNT DUE £** 277.95

Calculations Checked mc

Calculations Verified SH

Authorised for Payment [Signature]

Date	Place of Departure	Place of Return	TIMES		DETAILS OF APPROVED DUTIES Time Venue Description	Names of Passengers if Travel by Private Car	No. Miles if by Private Car		Fares and other authorised payments £ p	Subsistence		Carers Allowance	
			Depart	Return			Miles	Pass-enger Miles		Tax £ p	Non-Tax £ p	£ p	£ p
9/5/18	Ashtam	Ashtam	8.30	2.30	GROUP MEETING ✓		30						
11/5/18	Ashtam	Ashtam	8.00	8.30	SCALE GROUP <sup>OB</sup>		66						
16/5/18	Ashtam	Ashtam	9.00	4.45	PLACES COMMITTEE ✓		30						
17/5/18	Ashtam	Ashtam	1.00	4.30	CABINET		30						
4/6/18	Ashtam	Ashtam	2.00	4.30	MEETING Barry Lewis (Scrutiny)		30						
6/6/18	Ashtam	Ashtam	8.30	5.15	FULL COUNCIL GROUP		30						
18/6/18	Ashtam	Ashtam	1.00	8.30	SCRUTINY CHAIRMAN'S MEETING		30						
25/6/18	Ashtam	Ashtam	3.30	4.50	SITE MEETING RODSLEY		9						
27/6/18	Ashtam	Ashtam	9.15	12.00	A.C.T. <sup>OB</sup>		4						
27/6/18	Ashtam	Ashtam	8.30	1.30	PLANNING TRAINING		20						
27/7/18	Ashtam	Ashtam	6.45	8.30	ROSTON - NORWICH		12						
5/7/18	Ashtam	Ashtam	7.30	3.20	SCALE Board Strategy Day	134	134						
					OVERNIGHT TRIP								
10/7/18	Ashtam	Ashtam	6.30	7.45	ALKINGTON PARISH COUNCIL		17						
16/7/18	Ashtam	Ashtam	5.30	4.30	SITE MEETING BOYLESTONE		20						
16/7/18	Ashtam	Ashtam	7.00	9.00	SUBBURY PARISH COUNCIL		20						
17/7/18	Ashtam	Ashtam	7.15	9.00	OSMASTON PARISH COUNCIL		7						
18/7/18	Ashtam	Ashtam	9.30	4.30	GROUP PLACES COMMITTEE		30						
18/7/18	Ashtam	Ashtam	7.00	9.30	LONGFORD PARISH COUNCIL		22						
23/7/18	Ashtam	Ashtam	6.45	8.30	BOYLESTONE PARISH COUNCIL		20						
26/7/18	Ashtam	Ashtam	8.00	9.30	CABINET		30						
26/7/18	Ashtam	Ashtam	7.15	8.30	WYASTON PARISH COUNCIL								
					1X PARKING TICKET PARLIAMENT ROAD NOTTINGHAM SCALE GROUP			7.50					
Total brought forward from supplementary sheet(s)													
TOTAL CLAIMED:							601		7.50				