

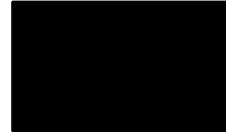
# DCC Members Allowances

## 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 licensing 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 207 or Ext 38717 - Mary Cundy

MEMBER'S NAME: Tony King  
 ADDRESS: 11 The Vale, Ilkeston

Vehicle Registration Number:  
 Exact C.C.:  
 Insurance Company:

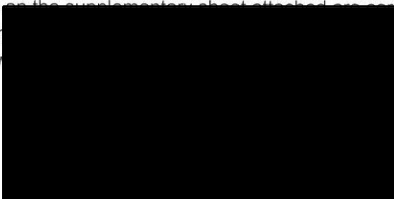


Tick as appropriate	
I have a fuel VAT receipt which I have retained	
I have attached a fuel VAT receipt to this claim	√
I do not have a fuel VAT receipt	

## CERTIFICATION BY MEMBER: IDECLARE 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 license 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 are true and correct. Except as shown I have not made, or claim, any subsistence expenses, or conference allowances, or specific attendance allowances, or other allowances, in respect of the duties indicated above.

Signature of Member:



Date: 6<sup>th</sup> August 2018

SUMMARY: (for office use only)			
<b>Car Allowance:</b>			
556	Miles at	£0.45	£250.20
0	Passenger miles at	£0.05	£0.00
<b>Fares and other Authorised Payments</b>			£4.50
<b>Taxable Subsistence Allowance</b>			£0.00
<b>Non-Taxable Subsistence Allowance</b>			£0.00
<b>Carers Allowance</b>			£0.00
<b>TOTAL AMOUNT DUE</b>			<b>£254.70</b>
Calculations Checked	ME		
Calculations Verified	SH		
Authorised for Payment	[Signature]		

