

**ELECTED MEMBER OF THE COUNTY COUNCIL - CLAIM FOR ALLOWANCES  
IN RESPECT OF TRAVELLING & SUBSISTENCE**

**PAYROLL REFERENCE NUMBER [MUST BE COMPLETED]**

002 049 134410

Title **Mr** Initials **JD**

Surname **Jenkins**

**DETAILS OF VEHICLE (COMPLETE ALL BOXES)**

Reg No: **AF56 XOV**  
C.C. **1900** Make **Skoda** Model **Octavia**  
PERIOD OF CLAIM  
01/12/2008 31/12/2008

Date	Place & time of Departure		Place & time of return		Location of meeting / approved duty	Time of Mtg	Description of meeting attended or other approved duty	No. of Miles	Pass-engers No of Miles	Fares & Car Parking £	Subsistence	
	Place	Time	Place	Time							Shire Hall Site £	Other £
01-Dec	Histon	0830	Histon	1330	Shire Hall	0900	Scrutiny development	8.0				
02-Dec	Histon	0930	Histon	1300	Shire Hall	1000	cabinet	8.0				
04-Dec	Histon	1030	Histon	1330	Shire Hall	1100	appointments' committee	8.0				
05-Dec	Histon	0800	Histon	1700	Shire Hall	0830	group leaders' etc	8.0				
08-Dec	Histon	0830	Histon	1030	Shire Hall	0900	officer meeting: Adrian Loades	8.0				
08-Dec	Histon	1200	Histon	1230	Shire Hall	1330	CCC pre-meeting	8.0				
09-Dec	Histon	0800	Histon	1700	Shire Hall	1000	CCC meeting	8.0				
16-Dec	Histon	0930	Histon	1300	Shire Hall	1000	cabinet	8.0				
16-Dec	Histon	1730	Histon	2130	Cambridge	1800	Appointments' committee candidates' dinner	10.0				
17-Dec	Histon	1000	Histon	1700	Shire Hall	1030	appointments' committee	8.0				
23-Dec	Histon	0800	Histon	1000	Shire Hall	0830	officer meeting: Mark Lloyd	8.0				
<b>TOTALS</b>								<b>90.0</b>	<b>0.0</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>

Claims to be completed and submitted to the Members' Services Unit by the 1st day of each month.

Payment will be made at the end of the same month.

Mileage £ 36.00 Passenger £0.00

**Please ensure that you date and sign your claim or verify by e-mail if sending electronically as an attachment. Please refer to Worksheet 4 - Declaration for e-mail**

I am using my own broadband connection to access my County Council e-mails and the Council's internal information site and wish to claim the Broadband Allowance [Maximum £10 per month] for the following months:		Please sign in the box to the right to confirm the use of own connection or verify by e-mail if sending electronically as an attachment.		Signature:
Month/s:	December 2008	Total Claimed	£10	