South East England [illegible]opment Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	Councillor Rob Anderson
Payroll No:	
Department:	
Region:	
Project:	1419
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	[redacted]
Engine CC	[redacted]
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

FINANCE
8 FEB 2008
RECEIVED

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains 1322	Other UK Travel 1321	European Travel 1331	Non UK & Europe Travel 1341	Subsist-ence UK 1351	Subsist-ence Foreign 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
				-										-
19/12/2007	Annual Appraisal - Guildford	70	0.40	28.00										28.00
30/01/2008	Jan Board Meeting - Crawley - train				27.9	T								27.90
31/01/2008	taxi from station			-	9.00	TX								9.00
30/01/1900	Bus to station			-		2.5								2.50
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
Total		70		28	36.9	2.5	0	0	0	0	0	0	0	67.4

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	67.4

PAID 12/2/2008

s purposes, and to which this claim relates,
n and covered by appropriate insurance as

	SIGNATURE	PRINT NAME	DATE
Claima	[redacted]	ROBERT ANDERSON	1/2/08.
Line Manager	[redacted]	[redacted]	5/2/08
Authorised by	[redacted]	[redacted]	7/2/08

England Development Agency
Aim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	Councillor Rob Anderson
Payroll No.	1419
Department:	
Region:	
Project	
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

FINANCE
4 MAR 2008
RECEIVED

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK	1361 Subsist-ence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
				-										-
25/02/2008	Liason Meeting -		0.40	-	11.3									11.30
30/01/2008	Feb Board Away-Day	64	0.40	25.60										25.60
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	64		25.6	11.3	0	0	0	0	0	0	0	0	36.9

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	36.9

Claimants statement

Paid 4/3/2008

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGNATURE	PRINT NAME	DATE
Claimant	[redacted]	Robert Anderson	29/1/08
Line Manager	[redacted]	[redacted]	3/3/08
Authorised by	[redacted]	[redacted]	3/3/08

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	Councillor Rob Anderson
Payroll No.	
Department:	
Region:	1419
Project	
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	[redacted]
Engine CC	[redacted]
Vehicle status (Please circle)	[redacted]
Vehicle Type. (Please circle)	

FINANCE
8 APR 2008
RECEIVED

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains 1322	Other UK Travel 1321	European Travel 1331	Non UK & Europe Travel 1341	Subsist-ence UK 1351	Subsist-ence Foreign 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
				-										-
25/02/2008	Liason Meeting -		0.40	-	11.3									11.30
28/02/2008	Feb Board Away-Day	64	0.40	25.60										25.60
20/03/2008	March Board Meeting	70	0.40	28.00										28.00
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	134		53.6	11.3	0	0	0	0	0	0	0	0	64.9

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	64.9

Claimants statement

PAID 11/4/2008

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGNATURE	PRINT NAME	DATE
Claimant	[redacted]	ROB ANDERSON	31/3/08
Line Manager	[redacted]	[redacted]	7/4/08
Authorised by	[redacted]	[redacted]	8.4.08

Review

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
23 JUN 2008
RECEIVED

Name:	Councillor Rob Anderson
Payroll No.	
Department:	
Region:	
Project	1449
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	[redacted]
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsistence UK	1361 Subsistence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
				-										-
06/05/2008	May Board Guildford	70	0.40	28.00										28.00
16/06/2008	BERR Family Conference		0.40	-	11.3	T								11.30
18 19/06/2008	June Board - Farnborough		0.40	-										-
	Taxis		0.40	-	10.20	TX								10.20
	Trains			-	35.10	T								35.10
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	70		28	56.6	0	0	0	0	0	0	0	0	84.6

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	84.6

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

PAID
26/6/2008

	SIGNATURE	PRINT NAME	DATE
Claim	[redacted]	R. ANDERSON	19/6/08.
Line Manag			
Authorised b		[redacted]	23.6.08

Finance Review
Date

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
- 4 AUG 2008
RECEIVED

Name:	Councillor Rob Anderson
Payroll No.	
Department:	
Region:	
Project	1419
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type: (Please circle)	

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains	Other UK Travel	European Travel	Non UK & Europe Travel	Subsist-ence UK 1351	Subsist-ence Foreign 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
				-										-
23/06/2008	Audit Committee - Guildford	70	0.40	28.00										28.00
27/06/2008	Taxi - From Corporate Cabinet Dinner		0.40	-	7.8									7.80
22/07/2008	Board Meeting - Guildford	70	0.40	28.00										28.00
			0.40	-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	140		56	7.8	0	0	0	0	0	0	0	0	63.8

Deduct Pers.Telephn.Usage, Inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	63.8

Claimants statement

Paid 5/8/2008

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

[redacted]GNATURE	PRINT NAME	DATE
	R. ANDERSON	28/7/08
		1.8.08

Review

South East England Development Agency

Expense Claim Form

Please ensure VAT receipts are attached where ever possible.

Reclaimable VAT will be calculated by the accounts department

FINANCE
16 OCT 2008
RECEIVED

Name:	Councillor Rob Anderson
Payroll No.	
Department:	
Region:	
Project	1419
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains 1322	Other UK Travel 1321	European Travel 1331	Non UK & Europe Travel 1341	Subsistence UK 1351	Subsistence Foreign 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
23/09/2008	Train to Manchester to attend SEEDA Event at Lab party Conf		0.40	-	112	T								112.00
23/09/2008	Taxis		0.40	-	20.5	TX								20.50
23/09/2008	Meals		0.40	-	~~12.7~~				12.70					12.70
23/09/2008	Conference Pass		0.40	-					133	Confee				133.00
23/09/2008	Hotel			-					235					235.00
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	0		0	145.2	0	0	0	368	0	0	0	0	513.2
	Deduct Pers.Telephn.Usage, Inc.VAT													
	Deduct Advances Received													
	Total Amount Payable to Claimant													513.2

PAID 17/10/2008

Claimants statement

	SIGNATURE	PRINT NAME	DATE
Claimant	[redacted]	R. ANDERSON	1/10/08
Line Manager	[redacted]		10/10/08

...firm that the vehicle used by me for business purposes, and to which this claim relates, ... covered by appropriate insurance as

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

RECEIVED
FINANCE
10 DEC 2008
RECEIVED

Name:	Councillor Rob Anderson
Payroll No.	1419
Department:	
Region:	
Project	
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	
Make of Car	
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains	Other UK Travel	European Travel	Non UK & Europe Travel	Subsistence UK 1351	Subsistence Foreign 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
				-										-
12/10/2008	Meeting with Bob Kerslake - Guildford	70	0.40	28.00										28.00
20/10/2008	Trip to Birmingham for RDA Audit meeting - Taxis		0.40	-	10	TX								10.00
20/10/2008	Trip to Birmingham for RDA Audit meeting - Meals		0.40		~~8.19~~				8.19	K				8.19
20/10/2008	Trip to Birmingham for RDA Audit meeting - Train		0.40	-	71.00	T								71.00
30/10/2008	Board Meeting - Southampton -Train			-	26.50	T								26.50
	Board Meeting - Southampton -Taxis			-	11	TX								11.00
	Board Meeting - Southampton -Meals			-	~~22~~ 2				2.80	K				2.20
11-Nov	Audit meeting - Guidford	70	0.40	28.00										28.00
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	140		56	128.89	0	0	0	0	0	0	0	0	184.89

2.80

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	184.89

Claimants statement

Paid £185.49
11/12/2008

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

SIGNATURE	PRINT NAME	DATE
	R ANDERSON	20/11/08
		9.12.08

Finance Review
Date

South East England Development Agency

Expense Claim Form

Please ensure VAT receipts are attached where ever possible

Reclaimable VAT will be calculated by the accounts department

Name:	Councillor Rob Anderson
Payroll No.	1419
Department:	
Region:	
Project	
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	[redacted]
Engine CC	[redacted]
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

FINANCE
- 5 JAN 2009
RECEIVED

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK	1361 Subsist-ence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
				-										28.8
		72	0.40	28.80										28.00
08/12/2008	SRP Dinner - Holiday Inn Guildford	70	0.40	28.00										-
11/12/2008	DEC Board Meeting		0.40											-
			0.40	-										-
				-										-
				-										-
				-										-
			0.40	-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
				-										-
	Total	142		56.8	0				0	0	0	0	0	56.8
					Deduct Pers.									
					Deduct Advances Received									
					Total Amount Payable to Claimant									56.8

paid Jan 09

Claimants statement

PAID 6/1/2009.

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGNATURE	PRINT NAME	DATE
Claim[redacted]	[redacted]	R. ANDERSON.	11/12/08.
Line Manager	[redacted]	[redacted]	5.1.07
Authorised b[redacted]			

Finance Review
Date