



Payroll Number		WYRE FOREST DISTRICT COUNCIL		Reg No.					
Name		Travelling and Subsistence Claim month Ending		Make & Model for Car					
Cllr Fran Oborski		November 2013		2013					
Directorate		C.C. Rating		If car changed since previous claim state date					
Cllr Fran Oborski		1948							
Date	Details of Journey		Miles	Purpose and Passengers Carried		Additional People Carried	Subsistence and other expenses		Amount
	From	To		Qty	Miles		Time Absent From	To	
03/11/2013	6 Osborne Close Kidderminster via Spe...	11.3	5	1	5	10am	12 noon		
10/11/2013	6, Osborne Close Kidderminster to Towl...	all	3			10am	1pm		
11/11/2013	6, Osborne Close Kidderminster to St M...	s	3			10.3	11.3		
11/11/2013	6, Osborne Close Kidderminster to Wyre...	re	4			2pm	4.30pm		
16/11/2013	6, Osborne Close Kidderminster to Towl...	all	3			2.30pm	5pm		
16/11/2013	6, Osborne Close, Kidderminster to Wri...	lb	10			6pm	11pm	Taxi	£25.00
17/11/2013	6, Osborne Close Kidderminster to St A...	ps	3			3.3	5pm		
18/11/2013	6, Osborne Close Kidderminster to Bew...	rv	12			7pm	9pm		
19/11/2013	6, Osborne Close to The Shrubbery and...	ur	3			11am	5pm		
20/11/2013	6 Osborne Close to University of Worce...	a	40						
22/11/2013	6, Osborne Close to St Marys and retur...	v	3			6.45	11pm	Taxi	£22.00
22/11/2013	6, Osborne Close via Spennells to La B...	er	6					TOTAL £	£47.00
			0					Receipts must be kept for evidence	
			0						
			0						
			0						
27/11/2013	6, Osborne Close to Hoo Farm and retur...	v	4			1pm	2.3		
30/11/2013	6, Osborne Close to Town Hall and retur...	v	3						
26/11/2013	6, Osborne Close Kidderminster to Cour...	Ha	40						
			0						
			TOTAL					TOTAL £	£0.00
Please do not add lines use a separate sheet if necessary			142	TOTAL with additional Passengers					
I submit this form electronically to my authorised officer and confirm:									
a) the above details are a correct record of official journeys and that expenditure has actually been incurred on subsistence claimed and has not been previously reimbursed.									
b) During the period of this claim the vehicle was insured and had a valid MOT certificate, that business use was specified on the certificate of insurance and that I held a current driving license. I acknowledge I have 21 days to produce these documents if requested by WFDC.									
			142 miles at 40 p					Code	£ p
			27 miles at 5 p					Mileage	58.15
			TOTAL £					Train/Bus/Taxi	47.00
			£58.15					Subsistence	0.00
								PAYABLE	
								Office Only - Totals for each Expenditure Code	
The Authorised Signatory must type their name in the box to certify the journeys, mileage and expenses claimed are reasonable.									
Using the drop down menu under "OFFICE BUTTON" (Top left hand corner of screen), choose send, e-mail to "Wyre Forest Payroll"									
Cllr Fran Oborski									
Please note claims must be received by Payroll on or before the 6th of the month in which payment is required.									

PAID

Feb 14



Payroll Number	WYRE FOREST DISTRICT COUNCIL	Reg No.	
Name	Travelling and Subsistence Claim month Ending	Make & Model for Car	
	October 2013		
	Directorate	C.C. Rating	
	Cllr Fran Oborski		If car changed since previous claim state date

Date	Details of Journey		Miles	Purpose and Passengers Carried (5p per mile may be claimed for Passengers who are Wyre Forest District Council Employees)	Additional People Carried	Time Absent		Subsistence and other expenses		Amount
	From	To				From	To	Rail fare, Bus Fare, Taxi Fare, Parking Fee	Amount	
02/10/2013	6 Osborne Close Kidderminster to Worcester		38	Meeting with Worcestershire Ambassadors with Cllr Mike Price	1	38	5.30pm	10:00 PM	£3.50	£3.50
05/10/2013	6, Osborne Close Kidderminster to Shrewsbury		70	Mayor of Shrewsbury Autumn Ball with Cllr Mike Price	1	70	5pm to 11am		£10.00	£10.00
09/10/2013	6, Osborne Close Kidderminster to Wyr		4	No Barriers Awards with Cllr Mike Price	1	4	5.3	9.3		
10/10/2013	6, Osborne Close Kidderminster to Wrib		8	Mayor of Bewdley Bingo Night with Cllr Mike Price	1	8	6pm	10.30pm		
13/10/2013	6, Osborne Close Kidderminster to Pers		50	Mayor of Pershore Civic Service with Cllr Mike Price	1	50	1.30pm	6pm		
16/10/2013	6, Osborne Close, Kidderminster to Wy		4	Officers and members meet up			07.12	7pm		
17/10/2013	6, Osborne Close Kidderminster to Bewc		10	"Knocking Doors" Play with Cllr Mike Price	1	10	6.30pm	11pm		
18/10/2013	6, Osborne Close Kidderminster to Civic		11	Chairman's Charity Quiz with Cllr Mike Price	1	11	5.30pm	11.30pm		
22/11/2013	6, Osborne Close Kidderminster to Cou		40	Citizenship Ceremony			9.30am	1.30pm		
23/10/2013	6, Osborne Close to Samurai Judo Club		8	Wyre Forest Sports Awards			6pm	10pm		
24/10/2013	6, Osborne Close Kidderminster to Wor		38	Mayor of Worcester Charity Pudding Evening with Cllr Mike Price	1	38	5.3	11.3	£3.50	£3.50
			0						TOTAL £	£17.00
			0						Receipts must be kept for evidence	
			0							
			0							
			0							
			0							
25/10/2013	6, Osborne Close Kidderminster to Dur		80	Chairman of Wychavon Gala Dinner with Cllr Tim Ingham	1	80	6pm	12midnight		
27/10/2013	Kidderminster to Hereford and return		70	Mayor of Hereford Charity Cocktail evening with Cllr Mike Price	1	70	6pm	11.30 am	Parking/Taxi £20	£20.00
			0							
			0							
			0							
			0							
			431	TOTAL with additional Passengers		379			Total	

Office Only - Totals for each Expenditure Code		Code	Amount
Item			£ p
Mileage	37010	172.40	191.35
Train/Bus/Taxi	35010	18.95	37.00
Subsistence	47010	£191.35	0.00
<b>PAYABLE</b>			<b>£228.35</b>

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Cllr Fran Oborski

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