

Expense Claim Form

Force Number: 46059722

Name: Rob Phillips

Position: Chief Finance Officer

Main Work Address: Kent Police Headquarters, Sutton Road, Maidstone, Kent ME15 9BZ

Car Capacity: 1700cc **Car Registration:**

Home to work mileage:	71
Work to home mileage:	71
Total commute mileage:	142

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st November 2019 **To:** 30th November 2019

Actual mileage claimed for this period (Casual rate): 124.0

Total subsistence claimed in this period: £0.00

Total accommodation claimed in this period: £0.00

Total other expenses claimed in this period:

Public Transport:	£0.00
Other:	£0.00
Parking:	£8.00

I declare I have actually and necessarily incurred the expenses claimed, in the course of business related activities in line with the current expenses claim policies in force and I enclose supporting receipts.

Signature:



Date:

3/12/19.

Authorising Signature:
(Chief Executive)



Date:

4¹²/2019.

Date	Journey Details		Activity/Event	Total Journey Mileage (a)	Commute Mileage (b)	Actual Mileage Claimed (a)-(b)	Parking £	Public Transport £	Subsistence £	Accommodation £	Other £
	From	To									
06.11.19	N/A	N/A	CIPFA Treasury Management Network Conference 2019	0	0	0	£4.00				
	N/A	N/A									
12.11.19	ME17 1RE	WORK	VRU Oversight Panel (Maidstone)	5.1	0	5.1					
13.11.19	HOME	CV4 7SH	National DoFs/PACCTS Seminar (Coventry)	214	142	72					
	CV4 7SH	HOME									
20.11.19	N/A	N/A	PACCTS (London)	0	0	0	£4.00				
	N/A	N/A									
21.11.19	HOME	ME16 8AE	Senior Leaders Event (Maidstone)	72.6	71	1.6					
	ME16 8AE	ME14 1XQ	Police & Crime Panel (Maidstone)								
22.11.19	WORK	ME9 9PP	Kent Volunteering Awards (Sittingbourne)	31.2	0	31.2					
	ME9 9PP	WORK									
25.11.19	WORK	ME15 6XB	Domestic Abuse and Sexual Violence Executive Group	72.6	71	1.6					
	ME15 6XB	HOME									
27.11.19	WORK	ME14 3JF	Be the Best You Can Event (Maidstone)	12.5	0	12.5					
	ME14 3JF	WORK									
TOTALS				408	284	124	£8.00	£0.00	£0.00	£0.00	£0.00