

Expense Claim Form

Force number: 46059547

Name: Matthew Scott

Position: Kent Police & Crime Commissioner

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

Home to work mileage:	23
Work to home mileage:	23
Total commute mileage:	46

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st October 2017 **To:** 31st October 2017

Actual mileage claimed in this period (casual rate): 215.4

- I declare I have actually and necessarily incurred the expenses claimed in the course of business related activities in line with the published Police and Crime Commissioner's travel and subsistence policy.
- I have also submitted supporting receipts.

Signature:



Date:

31/10/17

Authorising Signature:
(Chief of Staff)



Date:

31st / 10 / 2017

Date	Journey Details		Journey Mileage	Claimed (Y/N)	Total Journey Mileage (a)	Commute Mileage (b)	Eligible Mileage (a - b)	Actual Mileage Claimed	Activity/Event
	From	To							
06.10.17	WORK	CT1 3RH	30.1	Y	76.6	23	53.6	53.6	Visit to East kent Rape Crisis Centre (Canterbury)
	CT1 3RH	HOME	46.5	Y					
10.10.17	HOME	ME14 4NQ	25.8	N	29.2	23	6.2	0	Homeless Care conference (Maidstone)
	ME14 4NQ	WORK	3.4	N					
10.10.17	WORK	ME14 1XQ	3.3	N	6.6	0	6.6	0	Kent Mental Health & Wellbeing Day & Kent 0-25 Health & Wellbeing Board (Maidstone)
	ME14 1XQ	WORK	3.3	N					
11.10.17	HOME	ME7 1EF	21.2	Y	33.4	23	10.4	10.4	NSPCC vosot (Gillingham)
	ME7 1EF	WORK	12.2	Y					
12.10.17	WORK	ME15 8SE	2.1	N	25.9	23	2.9	0	Witness Services - Volunteer Recognition Event (Maidstone)
	ME15 8SE	HOME	23.8	N					
18.10.17	WORK	ME15 6XB	2.4	N	4.8	0	4.8	0	Kent & Medway Fire and Rescue Authority Meeting (Maidstone)
	ME15 6XB	WORK	2.4	N					
20.10.17	HOME	ME14 1UZ	21.1	N	23.8	23	0.8	0	Maidstone Prison Visit (Maidstone)
	ME14 1UZ	WORK	2.7	N					
25.10.17	WORK	CT1 1SU	31	Y	79	23	56	56	Visit to meet Canterbury Cadet Unit (Canterbury)
	CT1 1SU	HOME	48	Y					

Date	Journey Details		Journey Mileage	Claimed (Y/N)	Total Journey Mileage (a)	Commute Mileage (b)	Eligible Mileage (a - b)	Actual Mileage Claimed	Activity/Event
	From	To							
27.10.17	HOME	CT3 3JL	53.1	Y	141.4	46	95.4	95.4	Rural Kent Coffee and Information project (Adisham)
	CT3 3JL	TN1 2LU	55.1	Y					Meeting with Sir Thomas Winsor (Tunbridge Wells)
	TN1 2LU	ME19 5QL	16.6	Y					Meeting with Leybourne Parish Council (West Malling)
	ME19 5QL	HOME	16.6	Y					
TOTALS:					420.7		236.7	215.4	