



Additional Costs Allowance

5840616  
AH 4/8

ACA2

Member's claim form

30 JUL 2008

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A 520809  
514602  
514500

Your details

Name in CAPITAL LETTERS

DAVID TAYLOR

Constituency

North West Leicestershire

Office use only

Costc

M TAYLOR D L E

Supp/Res ID

[Redacted]

Claim details

RR

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01, 04, 08 to 30, 4, 08

Total cost of hotel stays  
attach all receipts

£ — : — p

Mortgage payments  
(interest only) or rent

£ 882 : 00 p ✓

Receipts to travel U.S. 08

Food

£ 160 : 00 p ✓

Utilities

£ 13 : 00 p ✓  
14 : 00 p ✓  
Eice 1m  
Gao 1m

Council Tax/Rates

£ — : — p

Telephone and telecommunications

£ 12 : 00 p ✓ BT 1m

376691

Cleaning

£ — : — p

4/8

Service/maintenance

£ 17 : 50 p ✓ B&B internet

Repairs/insurance/security

£ — : — p

Other

£ — : — p ▶ please specify

Other

£ — : — p ▶ please specify

Other

£ — : — p ▶ please specify

Total

£ 1098 : 50 p ✓

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]

[Redacted]

Postcode

[Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted]

MP

Date

28.7.08

**Data protection**

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



Member's claim form

- 2 OCT 2008

551301

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A  
514602  
514500

Your details

Name in CAPITAL LETTERS

JAVID TAYLOR 385942

Constituency

North West Leicestershire 29/6/10

Office use only

Costc

M TAYLOR

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

5848775  
SW  
06/10/08

Period of claim

from 01/04/08 to 30/06/2008 (x 3)

Total cost of hotel stays attach all receipts

£ — : — p

£ 2375 : 00 p ✓

April 2008 862  
May 2008 752  
June 2008 741  
See attached (10/10/08)  
April 24 hrs; May 14 hrs; June 14 hrs @ £80

(interest only) or rent

Food

£ 840 : 00 p ✓

Utilities

£ 126 : 00 p

Electricity; Gas 25 = 42 + 3

Council Tax/Rates

£ — : — p

3 months @ £13

Telephone and telecommunications

£ 39 : 00 p ✓

Cleaning

£ — : — p

Service/maintenance

£ 52 : 50 p ✓

BQ contract 3 @ £17.50

Repairs/insurance/security

£ — : — p

Other

£ — : — p

More to be added this period  
please specify

attached Other

£ 1596 : 00 p ✓

please specify Bathroom repairs etc

attached Other

£ 499 : 00 p ✓

please specify mgge fee to obtain tractor

Total

£ 5527 : 50 p ✓

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

1.6.08

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

**Building Services**

[Redacted]

E: [Redacted]

**Invoice**

To: **David Taylor**  
[Redacted]

30<sup>th</sup> June 2008 ✓  
Nr. 68

Site Address: [Redacted] ✓

To carry out building works – fit shower, fix toilet, basin taps, change radiator.

For the sum of: £1596

Payment recived- £1000 –Thank You  
Balance due- £596

✓  
↑  
*paid by transfer 7.7.08*

Proprietor:  
[Redacted]



Additional Costs Allowance

5870198

ACA2

Member's claim form

S.S 23-2-09

13 FEB 2009

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A 623609  
514602  
514500

Your details

Name in CAPITAL LETTERS

DAVID TAYLOR

Constituency

North West Leicestershire

Office use only

Costc

M TAYLOR

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01/07/08 to 31/01/09

Total cost of hotel stays attach all receipts

£ 3177.16 p \* see attached

Mortgage payments (interest only) or rent

£ 4059.00 p

Balance Mortgage Interest (attached)

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 4059.00 p

Plus £ 3177.16

409560 RS 23/02/09

**Details of second home** *if applicable*

Address of second home \_\_\_\_\_  
*for Additional Costs Allowance* \_\_\_\_\_ Postcode \_\_\_\_\_

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature \_\_\_\_\_ MP  
Date 31.1.09

**Data protection**

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**Send your completed form to** Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

**PRIVATE AND CONFIDENTIAL**

Mr David Taylor MP  
(Leics Nw)  
House of Commons  
Westminster  
London  
SW1A 0AA

Tel : 0207 219 [REDACTED]  
Fax : 0207 219 [REDACTED]  
Email : [REDACTED]@parliament.uk

17 February 2009

Dear Mr Taylor

**Additional Costs Allowance (ACA) 2008/2009**

Thank you for your Additional Costs Allowance claim dated 31 January 2009, a copy of which is attached for ease of reference.

I have had to reduce the balance of your claim for mortgage interest by £882.00. This is because a duplicate claim for April 2008 was received and duly processed on 30 July 2008. I have enclosed copies of the claims for your records.

Although I have made a reduction to reflect the over payment of the mortgage interest, this will leave an over payment of £216.50, being the total claimed for the food, utilities, BT and BG contract. You may wish to offset this amount against future claims for these items or alternatively you can send a cheque for that amount made payable to "House of Commons: Members".

I should be grateful if you will let me know how you wish to proceed.

I can confirm that the remainder of your claim for mortgage interest totalling £3,177.16 has been processed and the funds should reach your account within the next few days.

If however, you disagree with my calculations or you have any questions concerning this matter please do not hesitate to contact me.

Yours sincerely

[REDACTED]

**Validation Officer**

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**  
DIRECTORATES: **JANET RISSEN** (BUSINESS MANAGEMENT & DEVELOPMENT) **CHRIS RIDLEY MBA FCCA** (FINANCIAL MANAGEMENT)  
**TERRY BIRD** (OPERATIONS) **HEATHER BRYSON MA FCIPD** (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)  
DEPARTMENT OF RESOURCES HOUSE OF COMMONS LONDON SW1A 0AA





HOUSE OF COMMONS

430274 8 (216)

08/09

PAAE 2

**Member's Reimbursement Form**  
Personal Additional Accommodation Expenditure (PAAE)

19 MAY 2009

Office use only  
Cost/Cat2

M TAYLOR

Allowance 514602

Supp/Res ID



080300

Member's Name (CAPITAL LETTERS)

DAVID TAYLOR

Constituency (CAPITAL LETTERS)

Leicester

Claim details

Month/period to be claimed

From 01/10/2008 To 31/03/2009 (x6)

Subsistence

Oct 12 Jan 9  
Nov 12 Feb 9  
Dec 7 Mar 13

Number of nights spent away from main home

62

Food: £258.40 p.m

@ £25.00 per night £ 1550 ✓

Exp type/  
Cat5

Cost of accommodation

18 MAY 2009

Feb 1299 Mar 149

Mortgage interest

£ 548.00 ✓

514

Hotel

£ -

514

Rent (inc deposits)

£ -

514

paid 08/10/09

Council Tax/rates

£ 550.10 ✓

514

Fixtures, fittings and furnishings

5889110  
X  
M/T

£

£

£

£

£

Total

£ Nil

514

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

1/2 year service charge

£ 439.18 ✓

£

£

£

£

£

Total

£ 439.18

514

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

RVD 8/09 LESS CONTRIBUTION TO OHDS FROM DAVID TAYLOR

Pay: £87.28

BM  
NET PAYABLE

Grand Total £ 3087.28

12 \* £250 (3000.00)

£87.28

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature



Date 2.4.09

Data Protection

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DLT 02 34 3416 31.3.09



City of Westminster

Enquiries by post:  
Westminster City Council, Council Tax, PO Box 165, Erith DA8 9DW  
Send payments to:  
Westminster City Council, PO Box 397, Warrington WA55 1GG  
Tel: 0845 302 3400 8.30am to 6pm Monday to Friday  
Minicom: 0845 070 0281 (call charges will vary)  
Email: WestminsterCouncilTax2@Capita.co.uk



Date of issue: 16-MAR-2009

MR DI TAYLOR	
[Redacted]	
Account reference	[Redacted]

Address of property	
[Redacted]	
Property reference	[Redacted]

### Council tax demand notice 2009/2010

The property above has been placed in **band C**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

	Percentage (%) change from last year	
City of Westminster	0.0 % Increase	335.82
Greater London Authority	0.0 % Increase	275.40
<b>Council tax for your property 2009 to 2010</b>		<b>611.22</b>
<b>Charge for period 01-APR-2009 to 31-MAR-2010</b>		<b>611.22</b>
<b>Adjustments</b>	<b>Period</b>	
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010	-61.12

**Please quote the full 11-digit account reference when making a payment.**

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

The amounts shown below are currently payable by cash / cheque. You may also pay by one of the payment methods detailed overleaf. The City Council recommends paying by direct debit.

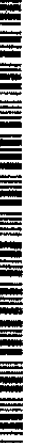
**Total 550.10**

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	55.00	01-OCT-2009	55.00
01-MAY-2009	55.00	01-NOV-2009	55.00
01-JUN-2009	55.00	01-DEC-2009	55.00
01-JUL-2009	55.00	01-JAN-2010	55.00
01-AUG-2009	55.00		
01-SEP-2009	55.00		

#### Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1%



0005017/1/050309

000574

Lessee Services



Telephone: 020

MR & MRS TAYLOR



Email:

23 Mar 2009

Dear Lessees,

**ESTIMATED HALF-YEARLY SERVICE CHARGE ACCOUNT 01 APR 2009 TO 30 SEP 2009**

**Address:**

**Account No:**

Please find enclosed your Estimated Service Charge Account for the current period. Your statement of account is as follows:

<b>Balance Brought Forward</b>	<b>£0.00</b>
Estimated Cost of Services for the current period (See section 1 of breakdown)	295.31
Estimated Management Costs (See section 2 of breakdown)	138.87
Other costs and adjustments (See section 3 of breakdown)	5.00
<b>Total Half-Yearly Charge</b>	<b>£439.18</b>
<b>Less Payments Received</b>	<b>£0.00</b>
<b>Total Due</b>	<b>£439.18</b>

The balance can be paid by cash or cheque in person at any City of Westminster one-stop facility, by post to City Hall, by credit or debit card using our automated phone line on or by direct debit. If you think you may have difficulty in paying your account, please contact us at the above address.

11/06/2009

I spoke to Mr Taylor to-day.

He confirmed that his daughter has been living with him for almost a year 08/09 and that the arrangement has now come to an end. He has reduced his final claim for 08/09 by £3,000 to reflect his daughter's contribution to the household running costs.

As from 09/10 Mr Taylor will no longer claim PAAE.



MR DI TAYLOR [REDACTED] ✓ [REDACTED]	
Account reference	[REDACTED]

Address of property [REDACTED]	
Property reference	[REDACTED]

### Council tax demand notice 2009/2010

The property above has been placed in **band C**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

		Percentage (%) change from last year	
City of Westminster		0.0 % Increase	335.82
Greater London Authority		0.0 % Increase	275.40
Council tax for your property 2009 to 2010		0.0 % Increase	611.22
Charge for period 01-APR-2009 to 31-MAR-2010			611.22
<b>Adjustments</b>	<b>Period</b>		
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010		-61.12
		<b>Total</b>	<b>550.10</b>

**Please quote the full 11-digit account reference when making a payment.**

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge. The amounts shown below are currently payable by cash / cheque. You may also pay by one of the payment methods detailed overleaf. The City Council recommends paying by direct debit.

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	55.10	01-OCT-2009	55.00
01-MAY-2009	55.00	01-NOV-2009	55.00
01-JUN-2009	55.00	01-DEC-2009	55.00
01-JUL-2009	55.00	01-JAN-2010	55.00
01-AUG-2009	55.00		
01-SEP-2009	55.00		

#### Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1%

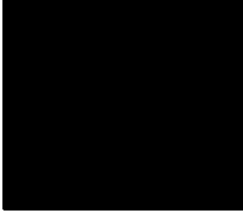
These efficiency equal £125 for the average Band D home

Lessee Services



Telephone:

MR & MRS TAYLOR



Email:

23 Mar 2009

Dear Lessees,

**ESTIMATED HALF-YEARLY SERVICE CHARGE ACCOUNT 01 APR 2009 TO 30 SEP 2009**

Address:

Account No:

Please find enclosed your Estimated Service Charge Account for the current period. Your statement of account is as follows:

<b>Balance Brought Forward</b>	<b>£0.00</b>
Estimated Cost of Services for the current period (See section 1 of breakdown)	295.31
Estimated Management Costs (See section 2 of breakdown)	138.87
Other costs and adjustments (See section 3 of breakdown)	5.00
<b>Total Half-Yearly Charge</b>	<b>£439.18</b>
<b>Less Payments Received</b>	<b>£0.00</b>
<b>Total Due</b>	<b>£439.18</b>

The balance can be paid by cash or cheque in person at any City of Westminster one-stop facility, by post to City Hall, by credit or debit card using our automated phone line on or by direct debit. If you think you may have difficulty in paying your account, please contact us at the above address.



HOUSE OF COMMONS

430274 8 126

08/09

Office use only  
Costs/Cat5

PAAE 2

Supp/Res ID

**Member's Reimbursement Form**  
Personal Additional Accommodation Expenditure (PAAE)

19 MAY 2009

M TAYLOR  
Allowance 514602

680300

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

DAVID TAYLOR

Leicester

**Claim details**

Month/period to be claimed

From 01/10/2008 To 31/03/2009 (x6)

Subsistence (No receipts required) <sup>Oct 12 Jan 9</sup> <sup>Nov 12 Feb 9</sup> <sup>Dec 7 Mar 13</sup> Number of nights spent away from main home

62 @ £25.00 per night £ 1550 ✓ Exp type/ Cat5

Food: £258.40 P.M

Cost of accommodation

18 MAY 2009

Feb £299 Mar £249 Mortgage interest £ 548.00 ✓ 514 ---  
Hotel £ --- 514 ---  
Rent (inc deposits) £ --- 514 ---  
Council Tax/rates £ 550.10 ✓ 514 ---  
*paid Oct 09 09/10*

Fixtures, fittings and furnishings

*5589.10*

£		
£		
£		
£		
£		
£		
Total	£ ML	514 ---

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

£	1/2 year service charge	439.18 ✓
£		
£		
£		
£		
£		
Total	£ <del>439.18</del>	514 ---

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Pay: £87.28 BM.  
NET PAYABLE  
Grand Total £ 3087.28  
12 \* £25.00 (3000.00) £87.28

RVD 8/09 LESS CONTRIBUTION TO OMS FROM DAVID TAYLOR

**Authorisation and declaration**

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date 21.4.09

**Data Protection**

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About filling in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources  
House of Commons, London SW1A 0AA