



Additional Costs Allowance

ACA2

09/10

Member's claim form

08 APR 2009

VALIDATION
08 APR 2009
RECEIVED

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.

Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews OC MP

Constituency

MEOWAY

Office use only

Costc

M M A R S R M E

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.

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

INV. A 653109
514602
~~514500~~

Period of claim

from 01/04/09 to 30/04/09

Total cost of hotel stays
attach all receipts

£ 415 : 25 p

514631 Mortgage payments (interest only) or rent

£ ~~498~~ : 30 p

(See attached)

Food

£ : p

5878844

Utilities

£ : p

JE 914

514633 Council Tax/Rates

£ 132 : 04 p

Telephone and telecommunications

£ : p

418952

114636 Cleaning

£ 420 : 00 p

S-S 14-4-09

(Service/maintenance)

£ : p

14636 Repairs/Insurance/security

£ 70 : 00 p

on file

14636 Other

£ 25 : 00 p

please specify

Parking permit

14636 Other

£ 21 : 00 p

please specify

Window cleaning

Other

£ : p

please specify

Total

£ 1,083 : 29 p

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 _____

Date _____

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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

MEDWAY COUNCIL TAX BILL: 2009-2010

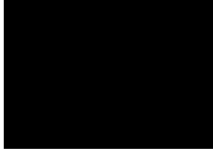
MEDWAY COUNCIL
GUN WHARF
CHATHAM
KENT
ME4 4TR

PHONE: (01634) 332 222



48731 431

MR R MARSHALL-ANDREWS



P175876 019869 1/1

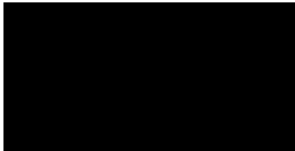
DATE OF ISSUE 25-MAR-2009

PAYMENT REFERENCE NUMBER



(Please quote this number in all enquiries)

Address of dwelling to which the bill relates



My records show that you are the person liable to pay Council Tax for the dwelling shown.
The Council Tax helps to pay for spending on local services. Some of this spending is also paid for by the Government and from rates paid by businesses.

THE VALUATION BAND APPLICABLE TO YOUR DWELLING IS: D (see accompanying notes)

DISABLED BAND:

PROPERTY REF:



<u>ANALYSIS OF CHARGE FOR YOUR BAND</u>		<u>% Change From</u>	
		<u>Last Year</u>	<u>£</u>
Medway Council		4.9	1092.33
Kent & Medway Fire & Rescue Authority		3.5	66.06
Kent Police Authority		5.0	134.65
GROSS AMOUNT FOR A BAND D DWELLING		4.8	1293.04

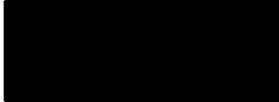
Charge For Period	Band D 01-APR-2009 31-MAR-2010	1293.04
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COUNCIL TAX AMOUNT PAYABLE BY YOU	£1293.04
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PAYMENT DETAILS:

FIRST INSTALMENT DUE ON 28-APR-2009
9 OTHER INSTALMENTS DUE ON 28-MAY-2009 TO 28-JAN-2010
INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENTS MONTHLY

1 X 132.04
9 X 129.00



18 March

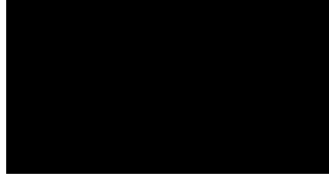
INVOICE

For cleaning constituency accommodation for period from January to March 2009:

£420.00

Signed: ... 


Mr R MARSHALL-ANDREWS



Parking Services
Gun Wharf
Dock Road
Chatham
Kent
ME4 4TR
Telephone: 01634 332266
Fax: 01634 331777

Dear Mr MARSHALL-ANDREWS

Re:

Your current visitor permit expires on 13 April 2009 and is shortly due for renewal.

Please sign and date this letter and return it together with your payment of **£25.00** made payable to Medway Council in order that a new permit may be sent to you as soon as possible.

Please post your renewal slip promptly. Long delays may occur by personal visits to the Parking Division in order to renew permits. If you are renewing your parking permit in person, please come to Annexe B, Civic Centre, Strood and you will need to provide another proof of residency, in the above name and address, dated within the last three months.

If you wish to renew your permit over the telephone, please remember to quote your permit number.

Signed:.....

Dated.....

As of 1st November 2008 parking visitor vouchers will be able to be purchased at the following libraries: Gillingham, Chatham, Rainham, Rochester, Strood, & Luton.

Please note as of the 1st April 2009 visitor permits have increased to £25.00

[REDACTED]

CLEANING SERVICES

FOR ALL INDUSTRIAL AND COMMERCIAL CLEANING

[REDACTED]

3,1

Telephone: [REDACTED]

Mobile: [REDACTED]

INVOICE

Bob Marshall-Andrews QC, MB.
[REDACTED]

23.3.09

Dear Sir,

Windows cleaned at above address as per order

Total Amount Due £ 29.00

Your's sincerely
[REDACTED]
[REDACTED]

Proprietor: [REDACTED]



HOUSE OF COMMONS

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

VALIDATION
05 MAY 2009
RECEIVED

Office use only
Cost/Cat2
M MARSRME
Allowance 514602

PAAE 2

Supp/Res ID

668106

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

R. Marshall-Andrews QC MP

MEDWAY

Claim details

Month/period to be claimed

From 01052009 To 31052009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5883662

Mortgage interest £ 415.25 514 631

424108

MB M/S

Hotel £ 514 ---

5-5 12-5-09

Rent (inc deposits) £ 514 ---

Council Tax/rates £ 129.00 514 633

Fixtures, fittings and furnishings

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

Other household costs

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

£	25.00	✓	
£	70.00	on file	
£			
£			
£			
£			
Total	£	95.00	514 636

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.

Grand Total £ 639.25 ✓ BM

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
Signature

Date 01.05.09

Data Protection

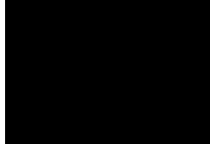
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and HMRC. The information will also be disclosed 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. For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act. 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).

GUN WHARF
 CHATHAM
 KENT
 ME4 4TR
 PHONE: (01634) 332 222



48731 431

MR R MARSHALL-ANDREWS



DATE OF ISSUE 25-MAR-2009

PAYMENT REFERENCE NUMBER



(Please quote this number in all enquiries)

Address of dwelling to which the bill relates



My records show that you are the person liable to pay Council Tax for the dwelling shown. The Council Tax helps to pay for spending on local services. Some of this spending is also paid for by the Government and from rates paid by businesses.

THE VALUATION BAND APPLICABLE TO YOUR DWELLING IS: D (see accompanying notes)

DISABLED BAND:

PROPERTY REF:



<u>ANALYSIS OF CHARGE FOR YOUR BAND</u>		<u>% Change From</u>	
		<u>Last Year</u>	<u>£</u>
Medway Council		4.9	1092.33
Kent & Medway Fire & Rescue Authority		3.5	66.06
Kent Police Authority		5.0	134.65
GROSS AMOUNT FOR A BAND D DWELLING		4.8	1293.04
Charge For Period	Band D 01-APR-2009 31-MAR-2010		1293.04
COUNCIL TAX AMOUNT PAYABLE BY YOU			£1293.04

PAYMENT DETAILS:

FIRST INSTALMENT DUE ON 28-APR-2009 1 X 132.04
 9 OTHER INSTALMENTS DUE ON 28-MAY-2009 TO 28-JAN-2010 9 X 129.00
 INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENTS MONTHLY

Medway
COUNCIL

Serving You
Parking Services

Gun Wharf
Dock Road
Chatham
Kent

ME4 4TR

Telephone: 01634 332266

Mr S Hubbard



Dear Mr Hubbard,

Your current resident permit expires on 11 May 2009 and is shortly due for renewal.

If your vehicle details have not changed, please sign and return this letter together with your remittance of £25.00 made payable to Medway Council. If you wish to renew your permit over the telephone, please remember to quote your permit number.

If your vehicle details are not correct or have changed please contact the parking office immediately on the above telephone number. Your permit will need to be returned in order to be re-issued free of charge.

Please post your renewal slip promptly. Long delays may occur by personal visits to the Parking Division in order to renew permits. If you are renewing your parking permit in person, please come to Annexe B, Civic Centre, Strood and you will need to provide another form of proof of residency, in the above name and address, dated within the last three months.

CURRENT VEHICLE DETAILS

Permit No: [REDACTED]

Vehicle: [REDACTED]
Colour: [REDACTED]

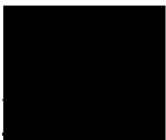
Reg No:

I declare that the vehicle details above are correct and have enclosed the remittance of £25.00.

Signed: [REDACTED]

Dated 16.04.09

Mr S Hubbard



Please note as of the 1st April 2009 resident permits have increased to £25.00



HOUSE OF COMMONS

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

6002-NOTED

Office use only
Costs/Cat2
M MARS RME
Allowance 514602

PAAE 2

Supp/Res ID

684709

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

R. Marshall-Andrews QC MP

MEOWAY

Claim details

Month/period to be claimed

From 01062009 To 30062009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5889016
RS 11/06

<input checked="" type="checkbox"/> Mortgage interest	£ 415.25	514 631
Hotel	£	514 ---
Rent (inc deposits)	£	514 ---
<input checked="" type="checkbox"/> Council Tax/rates	£ 129.00	514 633

Fixtures, fittings and furnishings

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

Other household costs

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

no receipts

<input checked="" type="checkbox"/> Insurance	£ 70.00	
<input checked="" type="checkbox"/> EDF Energy	£ 104.93	514 636
<input checked="" type="checkbox"/> Medway Cleaning Services	£ 21.00	
£		
£		
£		
Total	£	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.

Grand Total £ 649.18

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 are in accordance with the rules contained in the Green Book.

Member's Signature

Date 01.06.09

Data Protection

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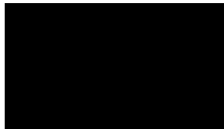
www.edfenergy.com
 Any questions?
0800 096 9696
 Mon-Fri 8am to 8pm
 Sat 8am to 2pm
 account number
 [REDACTED]

Electricity emergency
0800 783 8866
 24 hours a day 7 days a week
 bill for **14 Jan 09 - 1 May 09**
 bill date **14 May 09**



23632

MR R MARSHALL-ANDREWS



Page 2 of 3

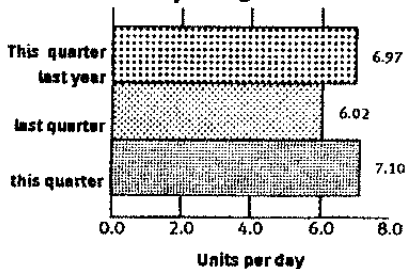


electricity bill: £104.93

based on an **estimated** reading
 Please pay **£104.93**.



Your estimated average daily electricity usage



bill summary

Amount of last bill	£66.96
Payments	-£66.96
Charges this period	£104.93
Total for this period	£104.93
Payment due from the date of this bill, please ensure payment reaches us no later than 28 May 09	

This meter reading is estimated

If you would like to supply us with an actual reading, so that you only pay for the energy you have used, please visit us at www.edfenergy.com or call us free on **0800 015 1736**

Nectar points this quarter



Reserved Nectar points **50**

Don't forget to register to start collecting Nectar points
 Don't forget to register with us for Nectar or you'll miss out on the reserved points we've been saving for you. It couldn't be easier to register, simply visit us at www.edfenergy.com/nectarforhome



MEDWAY COUNCIL TAX BILL: 2009-2010

MEDWAY COUNCIL
GUN WHARF
CHATHAM
KENT
ME4 4TR
PHONE: (01634) 332 222



48731 431

MR R M [REDACTED] ANDREWS

P175876 019659.1/1

DATE OF ISSUE 25-MAR-2009

PAYMENT REFERENCE NUMBER
[REDACTED]

(Please quote this number in all enquiries)

Address of dwelling to which the bill relates
[REDACTED]

My records show that you are the person liable to pay Council Tax for the dwelling shown. The Council Tax helps to pay for spending on local services. Some of this spending is also paid for by the Government and from rates paid by businesses.

THE VALUATION BAND APPLICABLE TO YOUR DWELLING IS: D (see accompanying notes)

DISABLED BAND:

PROPERTY REF: [REDACTED]

<u>ANALYSIS OF CHARGE FOR YOUR BAND</u>		<u>% Change From</u>	
		<u>Last Year</u>	<u>£</u>
Medway Council		4.9	1092.33
Kent & Medway Fire & Rescue Authority		3.5	66.06
Kent Police Authority		5.0	134.65
GROSS AMOUNT FOR A BAND D DWELLING		4.8	1293.04
Charge For Period	Band D 01-APR-2009 31-MAR-2010		1293.04
COUNCIL TAX AMOUNT PAYABLE BY YOU			£1293.04

PAYMENT DETAILS:

FIRST INSTALMENT DUE ON 28-APR-2009
9 OTHER INSTALMENTS DUE ON 28-MAY-2009 TO 28-JAN-2010
INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENTS MONTHLY

1 X 132.04
9 X 129.00

Date:
 02 Mar 2009

Your Customer No:

Your Payment Ref:

Mr R G MARSHALL-ANDREWS

Bill for:

0053 0000673 487 A



**Your Unmetered Water and Wastewater Services Bill
 for period 01 Apr 2009 - 31 Mar 2010**

**Total now due
 £374.58**

How your bill is calculated

The rateable value for your property is £175
 Water supply pence in the £ is 53.30p
 Wastewater pence in the £ is 111.70p
 Number of days in billing period = 365

Breakdown of charges for this bill

Water supply rateable value charge	£93.28
Water supply standing charge	£29.54
Wastewater rateable value charge	£195.48
Wastewater standing charge	£27.28
Surface water drainage	£22.00
Highway drainage	£7.00
Total for this bill	£374.58

Account Summary

Balance from previous bill	£351.30
Payments received since last bill	£351.30 cr
Transfers	£0.00
Adjustments	£0.00
Charges from this bill	£374.58
Total now due	£374.58



**Need more Information ?
 Please turn over**

Ring our 24 hour automated service on 0845 270 1508 to pay your bill, tell us you are moving home or request monthly payments.

Water is a priority service.

£5 one-off discount
 when you set up a



Please complete the slip and send it back to us or you can set it up online at www.southernwater.co.uk

This bill can be paid in two parts:
 £ 187.29 is due on 1st April £ 187.29 is due on 1st October.
 If needed, another giro slip will be sent when the second payment is due.

109 BILL_U B2 1453 673 1.1

PRIVATE AND CONFIDENTIAL

Mr Robert Marshall-Andrews QC MP
House of Commons
Westminster
London
SW1A 0AA

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

9 June 2009

Dear Mr Marshall-Andrews

Personal Additional Accommodation (PAAE) 2009/2010

Thank you for your PAAE claim dated 1 June 2009, a copy of which is enclosed for ease of reference.

I refer to the previous correspondence from Andrew Walker, Director General of Resources, dated 21 May 2009 informing Members of the changes to the rules relating to allowances as decided by The Members Estimate Committee, following Mr Speaker's statement of 19 May.

Effective from 20 May Members may now only use PAAE to claim rent, including ground rent, hotel accommodation, overnight subsistence, mortgage interest (which will be capped at £1,250 per calendar month) council tax, service charges, utility bills (gas, water, electricity, oil, telephone calls and line rental), insurance (buildings and contents).

Therefore, we can no longer reimburse you for costs relating to cleaning services. Also we now require an invoice or receipt in support of your claim for insurance. The remainder of your claim totalling £649.18 has been processed and the funds should reach your account within the next few days.

If you have any questions concerning this matter then please contact the Enquiry & Advice team on the numbers shown above.

Yours sincerely

[REDACTED]
Validation Officer

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



INVESTOR IN PEOPLE