



Member's claim form

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

JOHN LEECH INV. A 626707

Constituency

MANCHESTER WITHINGTON 514602  
514500

Office use only

Costs/Cat 2

M LEECJMA

Supp/Res ID



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.

410010  
RS 25/02/09

Period of claim

from 1/4/08 to 31/12/08 (x9)

Total cost of hotel stays  
attach all receipts

£ : p

£ 4365:80 p ✓

(interest only) or rent

£ 1750:00 p ✓

Food

Utilities

£ 667:64 p ✓ Gas, Elect + Water

Council Tax/Rates

£ 397:81 p ✓

Telephone and telecommunications

£ 139:50 p ✓ (TV LICENSE)

Cleaning

£ : p

Service/maintenance

£ 420:22 p ✓

Repairs/insurance/security

£ : p

Other

£ 843:55 p please specify CARPET + UNDERLAY ✓

Other

£ 99:88 p please specify ROLEX MAINTENANCE ✓

Other

£ : p please specify

Total

£ 8684:20 p ✓

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

**Address of second home**  
for Additional Costs Allowance

[Redacted Address] [Redacted 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**

[Redacted Signature]

MP

**Date**

18/2/09

**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 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



**Southern Electric**  
energy made better

- [www.southern-electric.co.uk](http://www.southern-electric.co.uk)
- [help@se.co.uk](mailto:help@se.co.uk)
- 0845 758 5401

MR LEECH



491

your **gas** account



We'd like to send you an accurate bill. Please call us with your meter reading and customer account number.

**Meterline 0800 220 995 (24 hrs)**  
 Mon - Fri 9am - 5pm, Sat 9am - 2pm  
 (You can leave a message outside office hours)

Dear Mr Leech,

This is your gas bill for 17 October 2008 until 19 January 2009.

Please pay us £132.01. Thank you.

If we receive your payment before 30 January 2009, you will get £1.99 off your next bill. To save even more, choose monthly Direct Debit. Sign up by phoning us on 0845 758 5401.

Please turn over for details of how we have calculated your charges.

**If it's important to you it's important to us**

From supporting charities like the RSPB and the British Heart Foundation to sponsoring community sports such as the Southern Electric Premier Cricket League - we are committed to putting something back into the communities that support us.

Meter Point Reference



Bank Giro Credit

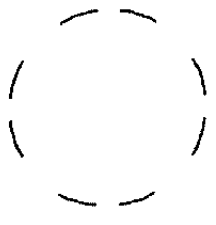
Reference	Credit Account Number	Amount due
		£ 132.01

MR LEECH

Cashier's stamp and initials

Signature

Date



**NatWest**  
Scottish & Southern Energy  
Collection Account

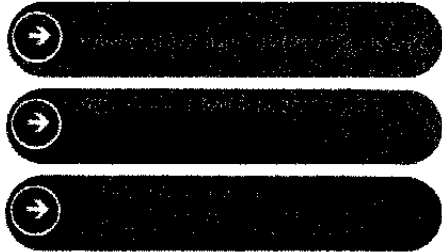
Cash		
Cheque		
£		

Please do not write or mark below this line and do not fold this payment slip



# Southern Electric

energy made better



MR LEECH



491

your **gas** account

4096.



We'd like to send you an accurate bill. Please call us with your meter reading and customer account number.

Dear Mr Leech,

This is your gas bill for 17 July 2008 until 16 October 2008.

Please pay us £48.37. Thank you.

If we receive your payment before 29 October 2008, you will get £0.69 off your next bill. To save even more, choose monthly Direct Debit. Sign up by phoning us on 0845 758 5401.

Please turn over for details of how we have calculated your charges.

**If it's important to you it's important to us**

From supporting charities like the RSPB and the British Heart Foundation to sponsoring community sports such as the Southern Electric Premier Cricket League - we are committed to putting something back into the communities that support us.

Meter Point Reference



Bank Giro Credit

Reference	Credit Account Number	Amount due
		£ 48.37 ✓

MR LEECH

Cashier's stamp and initials

Signature

Date

NatWest

Scottish & Southern Energy Collection Account

Cash

Cheque

£

£	

Please do not write or mark below this line and do not fold this payment slip

- [www.southern-electric.co.uk](http://www.southern-electric.co.uk)
- Your Best Offer Account Number
- Call us with any enquiries  
0845 733 5401

MR LEECH



491

Your customer account number: 

Our reference: 

**gas**

Customer Service Centre

PO Box 7508

Perth

PH1 3RW

29 July 2008

**Overdue bill - payment needed now**

**Total due: £19.45**

The gas bill we sent you recently does not appear to have been paid. If you have paid it, or arranged to pay within the last few days, please ignore this notice and accept our apologies.

However, if you have forgotten to pay, please do so straight away. You might like to consider paying future bills by monthly direct debit which can save you time and trouble. Phone us for more details.

If you have difficulty paying your gas bill we can help, but **you must act now** and help us to help you. If you can't pay in full, please phone us straight away.

Bank Giro Credit 

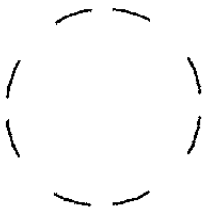
	Reference 	Credit Account Number 	Amount due £ 19.45
--	--	--	-----------------------

Mr Leech

Cashier's stamp and initials

Signature

Date



**NatWest**  
Scottish & Southern Energy  
Collection Account

Cash		
Cheque		
£		

Please do not write or mark below this line and do not fold this payment slip



- [www.southern-electric.co.uk](http://www.southern-electric.co.uk)
- 190 00 00000
- 0800 00 0000

MR LEECH



491

Your customer account number:   
Our reference: 

**gas**  
Customer Service Centre  
PO Box 7508  
Perth  
PH1 3RW

29 April 2008

## Overdue bill - payment needed now



**Total due: £55.79**

The gas bill we sent you recently does not appear to have been paid. If you have paid it, or arranged to pay within the last few days, please ignore this notice and accept our apologies.

However, if you have forgotten to pay, please do so straight away. You might like to consider paying future bills by monthly direct debit which can save you time and trouble. Phone us for more details.

If you have difficulty paying your gas bill we can help, but **you must act now** and help us to help you. If you can't pay in full, please phone us straight away.

Bank Giro Credit 

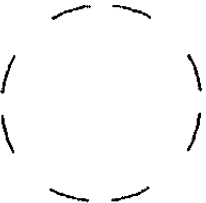
Reference	Credit Account Number	Amount due
		£ 55.79

Mr Leech

Cashier's stamp and initials

Signature

Date



**NatWest**

Scottish & Southern Energy  
Collection Account

Cash	
Cheque	
£	

Please do not write or mark below this line and do not fold this payment slip

- [www.southern-electric.co.uk](http://www.southern-electric.co.uk)
- 102 Southern Electric
- 0845 600 2006

MR LEECH



your**electricity**account



L



We'd like to send you an accurate bill. Please call us with your meter reading and customer account number.

Dear Mr Leech,

This is your electricity bill for 17 October 2008 until 19 January 2009.

Please pay us £75.42. Thank you.

If we receive your payment before 3 February 2009, you will get £0.71 off your next bill. To save even more, choose monthly Direct Debit. Sign up by phoning us on 0845 600 2006.

Please turn over for details of how we have calculated your charges.

**If it's important to you it's important to us**

From supporting charities like the RSPB and the British Heart Foundation to sponsoring community sports such as the Southern Electric Premier Cricket League - we are committed to putting something back into the communities that support us.

S

Bank Giro Credit 

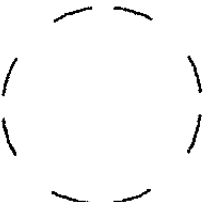
Reference	Credit Account Number	Amount due
		£ 75.42

MR LEECH

Cashier's stamp and initials

Signature

Date



**NatWest**

Scottish & Southern Energy Collection Account

Cash

Cheque

£

£	

Please do not write or mark below this line and do not fold this payment slip



MR LEECH



your **electricity** account



491



Dear Mr Leech,

This is your electricity bill for 17 July 2008 until 16 October 2008.

Please pay us £45.44. Thank you.

If we receive your payment before 31 October 2008, you will get £0.56 off your next bill. To save even more, choose monthly Direct Debit. Sign up by phoning us on 0845 600 2006.

Please turn over for details of how we have calculated your charges.



We'd like to send you an accurate bill. Please call us with your meter reading and customer account number:

Meterline 0800 220 995 (24 hr)  
8am - 8pm Mon - Fri, 8am - 2pm Sat  
(You can leave a message outside office hours)

**If it's important  
to you it's  
important to us**

From supporting charities like the RSPB and the British Heart Foundation to sponsoring community sports such as the Southern Electric Premier Cricket League - we are committed to putting something back into the communities that support us.

S 01 801 902  
12 0004 0725 872

Bank Giro Credit 



Reference

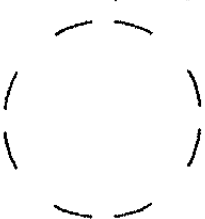
Credit Account Number

Amount due

£

MR LEECH

Cashier's stamp and initials



Signature



Date

 **NatWest**

Scottish & Southern Energy  
Collection Account

Cash

Cheque

£ <input type="text"/>	

Please do not write or mark below this line and do not fold this payment slip



- [www.southern-electric.co.uk/](http://www.southern-electric.co.uk/)
- 0800 200 000
- 0800 200 000

MR LEECH



491

**electricity**  
Customer Service Centre  
PO Box 6010  
Basingstoke  
RG21 8ZE

31 July 2008

Your customer account number: [REDACTED]

Our reference: [REDACTED]

Dear Mr Leech

**Amount due: £21.82**

The bill we sent to you recently does not appear to have been paid. If you have paid it within the last few days, please ignore this notice and accept our apologies.

However, if you have forgotten to pay, please do so straight away.

Please send your payments to Southern Electric, PO Box 13, Havant PO9 5JB.

Yours sincerely



Elaine Wickes  
Credit Management

Bank Giro Credit 



Reference

[REDACTED]

Credit Account Number

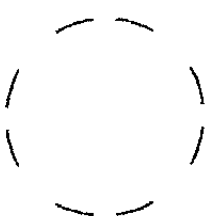
[REDACTED]

Amount due

£ 21.82

Mr Leech

Cashier's stamp and initials



Signature



Date

 **NatWest**

Scottish & Southern Energy  
Collection Account

Cash

Cheque

£


Please do not write or mark below this line and do not fold this payment slip





Account Number  
[REDACTED]

You can now pay this bill online today at [www.thameswater.co.uk](http://www.thameswater.co.uk), it's secure, quick and easy to use. Just go to our website and follow the simple instructions.

Why not sign-up for paperless billing via your internet bank account, receiving and paying your bills electronically saves time and paper. Full details on our website.

JM10150248\_1S0P1\_6253  
AA53953/006253/012528

[REDACTED]  
MR JOHN LEECH  
[REDACTED]



**Your water services bill for the year 1 April 2008 to 31 March 2009**

Current charges

£269.34

See below

Amount to pay by 1st April 08

£134.67

The remaining £134.67 should be paid by 1st October 08 - we will send you a reminder nearer the time

You can pay the whole bill now if you prefer. If making full payment, please change the amount due box on the giro slip to £269.34

**Service charges 1 April 2008 - 31 March 2009**

	Chargeable value/rate per £	Supply charge £	Fixed charge £	Totals £
Water	219 @ 62.69p	137.29	26.00	163.29
Wastewater	219 @ 32.90p	72.05	34.00	106.05
<b>Charges</b>			<b>£269.34</b>	

**Paying your bill**

If paying at a bank, please allow 7 days for payment to reach us. There is no counter fee if you pay at a branch of your bank. Full details of how to pay are shown on the back.

**Other ways to pay**

Direct Debit is the easiest way to pay - simply call our Direct Debit Hotline on 0845 6410 055 or fill in the form on the reverse and return it to us within 7 days.

*£269.34  
Paid in full  
25/6/08.*



Trans cash



bank giro credit



COMMERCIAL BANK Bootle Merseyside CIR 0AA  
Reference (customer account number)

Credit account number

Standard fee payable at PO Counter

£ 134.67

Cheque NOT acceptable at Post Office

Cashiers stamp and initials

Signature

MR JOHN LEECH

Date

**NatWest**  
Collection Account  
Thames Water  
Utilities Ltd

Cash

Cheques

£

Rems [REDACTED] Fee [REDACTED]

Please do not write or mark below this line and do not fold this counterfoil

# Council Tax Reminder Notice

MR J LEECH

Director of Finance, Wandsworth Council  
The Town Hall, Wandsworth High Street, London SW18 2PU

Direct Line: 020 8871 8081 Switchboard: 020 8871 6000

Fax: 020 8871 8148 DX 59054 Wandsworth North DX

Contact: Council Tax



1592

*PAID in full  
1-108*

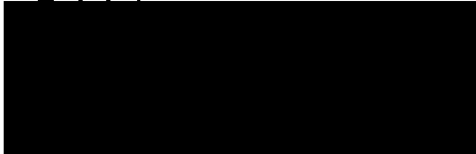
AMOUNT  
OUTSTANDING AT

19-MAY-2008 ✓

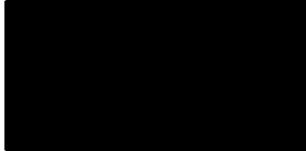
ACCOUNT NUMBER



PROPERTY ADDRESS



PROPERTY REF. NO.



<b>INSTALMENTS DUE</b>	<b>77.81</b>	<b>ACCOUNT BALANCE</b>	<b>397.81</b>
------------------------	--------------	------------------------	---------------

Breakdown of total outstanding on this notice over years:

<u>Billing Year</u>	<u>Outstanding Debt</u>
2008	397.81 ✓

IF YOU HAVE ANY ENQUIRY PLEASE RING OUR CALL CENTRE ON 020 8871 8081

**\*\* IMPORTANT MESSAGE \*\***

## OUTSTANDING COUNCIL TAX PAYMENTS

According to the Council's records your Council Tax Account has fallen into arrears. In accordance with the Local Government Finance Act 1992, you are required to bring your account up to date, by paying the instalment due as shown above within seven days of the issue of this notice.

If payment is not made within seven days you will lose your right to pay by instalments. After a further seven days the account balance as shown above will become payable in full. Failure to pay the full amount outstanding will result in the Council commencing legal proceedings for its recovery without further notice. If a summons is obtained for the recovery of Council Tax you will incur additional charges for court costs.

If you have recently paid your Council Tax, please ignore this notice. You are also advised to ensure that future payments are made on time.

PLEASE SEE OVERLEAF FOR METHODS OF PAYMENT.

**Wandsworth**

# Renewal notice

110/385-007828/000803:008-A

49130

Mr J Leech



Please renew your TV Licence  
because it expires on 31 August 2008.

Dear Mr Leech,

It's important that you renew your TV Licence in order to continue using TV receiving equipment legally at 11 Westbridge House, Westbridge Road, from 1 September 2008.

- You can renew your TV Licence 24 hours a day, seven days a week – simply visit [www.tvlicensing.co.uk](http://www.tvlicensing.co.uk) or call 0844 800 6700.
- You can pay by Direct Debit which lets you pay annually, or spread the cost with either monthly or quarterly payments.
- You can also pay by post or at any PayPoint outlet using the payment slip below.

From 1 September 2008, if you have not renewed your licence, it will be illegal to use TV receiving equipment at this address to watch or record television programmes as they're being shown on TV. This includes the use of a TV set, video or DVD recorder, digital box, computer or mobile phone. (This is set out in The Communications Act 2003.)

If you would like to discuss the payment options, please call us on 0844 800 6700 as soon as possible.

Yours sincerely,



Paul Stannard  
Customer Service Manager

PS I've enclosed a booklet which gives details of the free over 75 TV Licence, the short term TV Licence for 74 year olds and concessions for people who are blind or severely sight impaired.

\*See overleaf for details.

RE1C-1-EN-3103-08

RNST5

TV LICENSING

TV Licence number

TV Licence renewal for  
1 September 2008  
to 31 August 2009

It's easy  
to renew your  
TV Licence online  
[tvlicensing.co.uk](http://tvlicensing.co.uk)

Renewal amount  
**£139.50**

Payment due by  
**31 August 2008**

Renewing your  
TV Licence online is  
fast and secure

## It's easy to pay by Direct Debit

It takes just minutes to set up a Direct Debit\*, and then you need never worry about being unlicensed again. Your address will be instantly licensed and your licence will be automatically renewed each year.

You can spread the cost of your TV Licence, or pay the full fee in one go.

It's quick and easy to set up a Direct Debit.

1. Simply visit [www.tvlicensing.co.uk](http://www.tvlicensing.co.uk) or call 0844 800 6700 with your TV Licence number and bank details to hand.

2. We will send to you your TV Licence and payment plan showing exactly how much and when payments will be taken out of your account.

### Moving home?

Please be aware that, although your TV Licence will be automatically renewed each year, you need to let us know if you move home or your new address will not be correctly licensed.

TV LICENSING

TV Licence number

TV Licence number  
0000000000

Spread the cost with  
Direct Debit

[www.tvlicensing.co.uk](http://www.tvlicensing.co.uk)



12366

[Redacted]

Tel: [Redacted]

# INVOICE/ADVICE NOTE C [Redacted]

Invoice No. [Redacted]

Log No. [Redacted]

## APPLIANCE CHECKS

Please tick one (✓) YES NO N/A

**FLUE SATISFACTORY**

Termination

Flue Flow

Spillage

Size

**VENTILATION SATISFACTORY**

Room Air Vent

**COMPARTMENT**

Air From Room

Air From Outside

High Level Size

Low Level Size

**APPLIANCE SERVICING CHECKS**

Inlet Pressure

Input

Burner Pressure

Fan Pressure

FFD Lockout Time

Fuse Rating

PRP Termination

Flame Picture

**COMBUSTION ANALYSIS**

**COMMERCIAL BOILERS ONLY**

Co

Co<sup>2</sup>%

O<sup>2</sup>%

Ratio

Flue Gas Temp

Ambient Temp

Efficiency

Fire Valve Checked

Warning Notice Raised

Not to current standards

At-risk?

Immediately dangerous?

RIDDOR

**CARCASS TIGHTNESS TEST**

Stands  Drops

mb/inch  mb/inch

mins  mins

Name: MR LEECH

Site Address: [Redacted]

Postcode: [Redacted]

Invoice Address: [Redacted]

Appliance No. [Redacted]

Serial No. [Redacted]

GC No. [Redacted]

Order No. [Redacted]

Job No. [Redacted]

VO No. [Redacted]

D&G Policy No. [Redacted]

Expiry Date: [Redacted]

Referral No. [Redacted]

Authorisation No. [Redacted]

Recall  Defect  Service  QC  Install

Description of Work carried out

FOUND DEFECT TO BOY THIS  
EX VESSEL. Pumped up vessel  
RESERV. PRV. RUN TEST.

Qty	List Parts Fitted	LP	Stock Return	£
<del>036 Sundries</del>				
036	Sundries		0 - /	:

Tick one (✓) Cash  Cheque  To Invoice  Card  Part Payment

**Engineer's Details**

Name: [Signature]

Signature: [Signature]

C. No. [Redacted]

**LABOUR CHARGES**

Labour Charges	Amount £
1st Hour @ £	:
per 15 minutes after 1st hour	:
<b>Total Labour</b>	:

Total Materials	:
Total Labour	:
Sub Total	85.00
VAT @ %	12.88
<b>TOTAL</b>	97.88

Date Completed 10/11/08

Office Use Only

I hereby acknowledge the satisfactory completion of the above described work and would request notification for annual servicing.

The format of this document is protected and any duplication is strictly forbidden - [Redacted]

**John Lewis Partnership - Customer Confirmation** ✓

Customer Requirement number : [REDACTED]

Set up on 02.07.2008 at Peter Jones  
Branch telephone number : (020) 7730 3434

**Customer's Name and Contact Details**

Mr J Leech



Home telephone : n/a

Work telephone : [REDACTED]

Mobile telephone : [REDACTED]

Fax : n/a

Email : n/a

**Payment Details**

Payment method : Not Recorded

**Item Details**

Stock No.	Description	Unit Price (£)	Qty	Status
634 60201	Jonelle Sponge Underlay Green Width : 1.37	7.50	6.36	In stock.
634 60201	Jonelle Sponge Underlay Green Width : 1.37	7.50	13.35	In stock.

Total Price (£) : 202.51

Price including additional charges (£) : 202.51 ✓

Please check the details of your order and let us know as soon as possible if you have any queries.

## John Lewis Partnership - Customer Confirmation

Customer Requirement number : [REDACTED]

Set up on 02.07.2008 at Peter Jones  
Branch telephone number : (020) 7730 3434

### Customer's Name and Contact Details

Mr J Leech



Home telephone : n/a

Work telephone : [REDACTED]

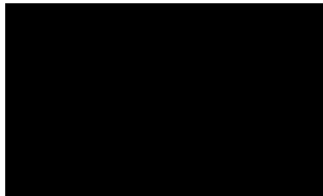
Mobile telephone : [REDACTED]

Fax : n/a

Email : n/a

### Delivery Details (if applicable)

Mr J Leech



Contact number : [REDACTED]

Instructions :

### Payment Details

Payment method : Not Recorded

### Item Details

Stock No.	Description	Unit Price (£)	Qty	Status
637 93708	Stonehurst 60 Twist Colour : Onyx Width : 4.00	23.00	2.42	On order.
637 93708	Stonehurst 60 Twist Colour : Onyx Width : 4.00	23.00	4.45	On order.

Total Price (£) : 632.04

Price including additional charges (£) : 632.04

The items you have ordered are expected on the dates shown. If no date is given, we regret we are unable to confirm the expected delivery date at this stage. As soon as the items are available we will contact you, or despatch them as agreed.

Please check the details of your order and let us know as soon as possible if you have any queries.

**John Lewis Partnership Delivery Confirmation**

Delivery No. [REDACTED]

Branch: **Peter Jones**Telephone: **020 8992 3477**Date: **26.11.2008****Delivery Schedule**Day and date: **Tuesday, 02.12.2008**Delivery window: **17:00 to 21:00**Delivery charge: **£9.00** ✓Delivery instructions: **TOP FLOOR NO LIFT.****Delivery Contact Details**Delivery contact name: **Mr J Leech**

Address for delivery

[REDACTED]

Contact telephone number

[REDACTED]

**Customer Contact Details**Customer name: **Mr J Leech**

Address for correspondence

[REDACTED]

Contact telephone numbers

Work: [REDACTED]

Mobile: [REDACTED]

**Goods to be delivered and items to be picked up**

Stock Number	Description	Qty	Customer Number	Type
637 93708	Stonehurst 60 Twist	9	<u>16535926</u>	delivery
637 93708	Stonehurst 60 Twist	17	<u>16535926</u>	delivery



18/09/08

Chris Buss BA CPFA

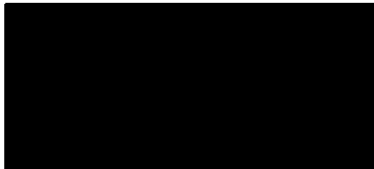


**Wandsworth Council**  
Income Collection Service  
PO BOX 56566  
London SW18 9FD

The name & address of your landlord are  
& Burgesses of the London Borough of Wandsworth,  
Town Hall, Wandsworth High St, London SW18 9FD  
You may serve Notices (including Notices in  
proceedings) on the landlord at this address.

Phone: (020) 8871 6297  
Fax: (020) 8871 7750  
Email: debtorsaccounts@wandsworth.gov.uk

MR J S M LEECH



Your council account number [REDACTED]

Invoice number: [REDACTED]

Invoice date: 01/10/08

Address of the property

Service provided: 01/04/07 - 31/03/09

	VAT	Charges
ADJUSTMENT TO 2007/08 SERVICE CHARGE	0.0	-59.78
ESTIMATED 01/04/2008 - 31/03/2009 - SERVICE CHARGE	0.0	480.00

In addition to this invoice there is a balance  
brought forward for Service Charges in amount of  
# 0.00

A minus or dash AFTER the amount given above means  
the balance brought forward is a credit.

Payments/credits after 17/09/08 are not included VAT: Amount: 420.22

VAT registration number [REDACTED]

Total 420.22

BT.1191 (rev.8.08)  
IDIN



bank giro credit

Customer reference number



Credit reference number



Amount due  
(Standard fee payable at PO counter)

£ 420.22

CHEQUE NOT ACCEPTABLE AT THE PO COUNTER

Signature \_\_\_\_\_ Date \_\_\_\_\_

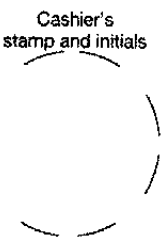
MR J S M LEECH



Barclays Bank PLC  
Automated Bulk Credit Clearing  
Wandsworth Council  
Sort code: 90-69  
Account: 40430196

CASH		
CHEQUE		

£



Please do not write or mark below this line and do not fold this counterfoil

