



Unwinnell  
Additional Costs Allowance

VALIDATION

Received by receipt on 2/2/09

ACA2

OK to pay C Sec

03 JUN 2009

08/09

RECEIVED

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

PETER BOTTAMLEY

INV. A

687203

Constituency

WORTHING WEST

514602

514500

Office use only

Cost/Cat 2

M BOTTIPWO

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

5889472

MB 15/6

430568

Period of claim

from 1 / 1 April / 2008

to 31 / 1 March / 2009

MB 15/6

Total cost of hotel stays

attach all receipts

£ — : — p

(interest only) or rent

£ 8,500 : — p ✓

Food

£ — : — p

Utilities

£ — : — p

← tax bill req'd

Council Tax/Rates

£ 1,375 : ~~24~~ p ✓

Telephone and telecommunications

£ — : — p

Cleaning

£ 680 : — p ✓  
~~11020~~

34 weeks @ £20

Service/maintenance

£ — : — p

HP has claimed less than

Repairs/insurance/ security

£ 1,143 : — p ✓

Other

£ — : — p

▶ please specify

Other

£ — : — p

▶ please specify

Other

£ — : — p

▶ please specify

Total

£ 11,698 : 00 p ✓

continued on page 2

BC ✓  
BM

**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

30/5/09

**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

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 08 June 2009 14:10  
**To:** [REDACTED]  
**Cc:** BOTTOMLEY, Peter  
**Subject:** PETER BOTTOMLEY - [REDACTED] INSURANCE  
**Attachments:** 2008 rnl sched.pdf

Hello [REDACTED]

As requested by Peter I attach a copy of the schedule for his current policy.

The premium for [REDACTED] amounts to £2,346.48 including tax but I am unable to divide that between buildings and contents as the policy is unique insofar as it allows 50% of the buildings sum insured for the contents sum insured and is therefore purely rated on the buildings.

Kind regards.

[REDACTED]  
**Private Client Senior Account Executive**

La Playa: Insurance with Intelligence  
Direct Line: [REDACTED]  
Web site: [www.laplaya.co.uk](http://www.laplaya.co.uk)

Registered in England No 3605982

Registered Office: The Stables, Manor Farm, Milton Road, Impington, Cambridge, CB24 9NG

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08/06/2009

[REDACTED]

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**From:** BOTTOMLEY, Peter  
**Sent:** 05 June 2009 16:57  
**To:** [REDACTED]  
**Cc:** [REDACTED] BOTTOMLEY, Peter; [REDACTED]  
**Subject:** House of Commons request

Could you please send confirmation to [REDACTED] (copy to me) the Insurance document or perhaps reference number and show the dates of cover for [REDACTED]. The amount I have claimed for is the house cover, not the contents so please show both separately.

(I am dealing with Council tax myself.)

Peter Bottomley MP  
House of Commons, London SW1A 0AA  
020 7219 [REDACTED]  
[REDACTED]@parliament.uk

---

**From:** [REDACTED]  
**Sent:** 05 June 2009 16:32  
**To:** BOTTOMLEY, Peter  
**Subject:** PRIVATE AND CONFIDENTIAL

Dear Mr Bottomley

Additional Costs Allowance (ACA) 2008/2009

Further to our telephone conversation today, I confirm that the Department of Resources requires the following documentation in support of your ACA claim dated 31 May 2009.

1. Copy of the original Council tax bill for 2008/2009
2. Copy of a letter from your Insurers showing the yearly premium and period of cover and/or the insurance document.

Yours sincerely

[REDACTED]  
Assistant Validation Officer

Department of Resources  
House of Commons  
7 Millbank  
London  
SW1A 0AA

Tel: 020 7219 [REDACTED]  
Fax: 020 7219 [REDACTED]

05/06/2009



## Policy Schedule

### Policy Details

INSURED

Mr P Bottomley

POLICY NUMBER

[REDACTED]

CORRESPONDENCE ADDRESS

[REDACTED] ✓

Renewal

DATE OF ISSUE

28 August 2008

PERIOD OF INSURANCE

From

13 September 2008

To

12 September 2009

*Your schedule forms part of your policy. Please read it carefully in conjunction with your policy wording to ensure that cover provided meets your requirements.*

### Premium Summary

ANNUAL PREMIUM	£3,850.74
INSURANCE PREMIUM TAX	£192.54
TOTAL PREMIUM	£4,043.28
PAYMENT METHOD	Cash via Broker

MP has claimed  
£1143.00

### Claims and Enquiries

*If you have any questions about your policy, or wish to make a claim, please contact your Insurance Agent.*

INSURANCE AGENT

La Playa

01223 200650

PRIVATE CLIENT GROUP EMERGENCY HELPLINE

Service available 24 hours a day, 365 days per year

0870 850 0178

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## Policy Schedule

### Location 1

#### RESIDENCE INSURED



PROPERTY COVER	PAYMENT BASIS	SUM INSURED
House	Guaranteed Rebuilding Cost	£1,037,000
Contents		£518,500
FINE ART & VALUABLES COVER		SUM INSURED
Pictures - specified		£2,000
LIABILITY COVER		SUM INSURED
Public Liability		£10,000,000
Employers Liability		£10,000,000
OTHER COVERS		SUM INSURED
Legal Expenses		£100,000
Kidnap for Ransom		£25,000

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## Policy Schedule

### SINGLE ARTICLE LIMIT – Fine Art, Antiques and Valuables

**You** have selected a single article limit of £5,000.00

For unspecified items, the most **we** will pay is the single article limit shown above

For specified items, the most **we** will pay is the sum insured shown for that item.

### EXCESS

The amount **you** have agreed to pay in the event of a claim for this location, unless a special excess applies.

Property	£1,000
Fine Art	Nil
Subsidence, heave and land slip	£1,000

### ENDORSEMENTS – LOCATION 1

Any Endorsements that apply to this location are shown below.

#### Fine Art and Antiques

It is hereby noted and agreed that schedules / valuations in respect of the above are to be provided by the Insured.

If these schedules / valuations are not received within 45 days in the inception of this policy, cover for this section will revert to 'unspecified' and the single article limit shown on the policy schedule will apply.

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## Policy Schedule

### Location 2

#### RESIDENCE INSURED



PROPERTY COVER	PAYMENT BASIS	SUM INSURED
House	Guaranteed Rebuilding Cost	£1,090,300
Other Permanent Structures		£112,400
Contents		£545,150
<b>LIABILITY COVER</b>		<b>SUM INSURED</b>
Public Liability		£10,000,000
Employers Liability		£10,000,000
<b>OTHER COVERS</b>		<b>SUM INSURED</b>
Legal Expenses		£100,000
Kidnap for Ransom		£25,000

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## Policy Schedule

### EXCESS

The amount **you** have agreed to pay in the event of a claim for this location, unless a special excess applies.

Property	£1,000
Subsidence, heave and land slip	£1,000

### ENDORSEMENTS – LOCATION 2

Any Endorsements that apply to this location are shown below.

#### OPS exclusion

It is hereby noted and agreed that the following OPS are excluded from cover:- Summer house, Tennis court, sheds, gazebo and other structures, the walls, drive, paths and other external features.

### ENDORSEMENTS THAT APPLY TO THE WHOLE POLICY

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## Policy Schedule

### Family Legal Protection and Assistance

Legal expenses cover is provided up to the sum insured shown on the policy schedule for the following;

- 1/ Employment Disputes
- 2/ Contract Disputes
- 3/ Injury
- 4/ Property Protection
- 5/ Tax Protection
- 6/ Jury Service
- 7/ Motor Prosecution Defence
- 8/ Employees' Legal Defence

The legal advice line telephone number is 0117 934 0523

For the purpose of Family Plus Legal Protection and Assistance, "**We/Us/Our**" means DAS Legal Expenses Insurance Company Limited, DAS House, Quay Side, Temple Back, Bristol, BS1 6NH, who underwrite and manage all claims. A copy of the full policy wording is available on request.

**For this section send your claim to:**

Claims Department, DAS Legal Expenses Insurance Company Limited, DAS House, Quay Side, Temple Back, Bristol, BS1 6NH.

Claims can also be e-mailed to [NewClaims@das.co.uk](mailto:NewClaims@das.co.uk)

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## Policy Schedule

### Kidnap for Ransom

The *Insurer* will pay up to the maximum limit specified in the policy schedule in respect of Insuring Agreement A and B

#### **Insuring Agreement**

##### **A. Kidnap and Ransom**

The *Insurer* will indemnify the *Insured* for *Ransom Monies* paid by the *Insured* or *Insured Person(s)* resulting directly from *Kidnapping* or alleged *Kidnapping* of an *Insured* or *Insured Person(s)*.

#### **Expenses**

The *Insurer* will indemnify the *Insured* for the following expenses incurred for the purpose of investigating a *Kidnapping*, paying *Ransom Monies*, or negotiating or obtaining the release of the *Insured* or *Insured Person(s)*, provided that such *Kidnapping* is insured reasonable *Consultants Costs*;

the amount paid by the *Insured* or *Insured Person(s)* as reward to an *Informant(s)* for information leading to the arrest and conviction of individuals responsible for any loss under this policy;

reasonable and necessary medical services and hospitalisation costs incurred by the *Insured* or *Insured Person(s)* kidnapped, within twelve (12) months following the release of the Kidnapped person(s), including costs for treatment by a neurologist or psychiatrist;

reasonable costs of travel and accommodations incurred by the *Insured* or *Insured Person(s)* while attempting to negotiate an incident covered under Insuring Agreement A.

#### **Definitions:**

- A. **Consultant Costs** means reasonable fees and expenses of the *Insurer's* chosen Consultants incurred during response to a *Kidnapping* for *Ransom Monies*, including but not limited to costs of travel, accommodation, qualified interpretation, communication, and payments to *Informant(s)*.
- B. **Informant(s)** means any person, other than an *Insured Person(s)*, providing information not otherwise obtainable, solely in return for a reward.
- C. **Insured** or **Insured Person(s)** means the person or person(s) named on the Schedule, his or her spouse, any dependant children under the age of 21 who live in the same household, Family Member.
- D. **Family Member** means your spouse, common-law spouse or civil partner and any descendants (including step-children and/or adopted children) who reside with you in the same household.
- E. **Kidnapping** means any event or connected series of events of seizing, detaining or carrying away by force or fraud of one or more *Insured* or *Insured Person(s)* (except a minor by its parent or guardian) by a third party by force or fraud for the purpose of demanding *Ransom Monies*.

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## Policy Schedule

- F. **Ransom Monies** means any monies which the *Insured* or *Insured Person(s)* has paid or lost under circumstances described in Insuring Agreement A. The term "Monies" as used herein includes cash, monetary instruments, bullion, or the fair market value of any securities, property or services.

### Conditions Precedent to Liability

- A. As a condition precedent to the *Insurer's* liability under Insuring Agreement A or B, the *Insured* or *Insured Person(s)* will have approved the payment of *Ransom Monies*.
- B. In the event of a *Kidnapping* of an *Insured Person(s)* during the policy period and prior to the payment of *Ransom Monies*, the *Insured* will make every reasonable effort to:-
1. determine that the *Kidnapping* has actually occurred; and
  2. give immediate oral and written notice to the *Insurer* with periodic and timely updates concurrent with activity occurring during the incident; and
  3. if it appears to be in the best interest of the *Insured* or *Insured Person(s)*, notify the national or other appropriate law enforcement agency having jurisdiction over the matter.

### Territory

This Policy applies to an Insured Event anywhere in the world unless specifically limited by the Insurer through endorsement or where the Insured or any direct or indirect beneficiary under the Policy is a citizen or instrumentality of the government or, any country(ies) against which any laws and/or regulations governing this Policy and/or the Insurer, its parent insurer or its ultimate controlling entity have established any embargo or other form of economic sanction which have the effect of prohibiting the Insurer to provide insurance coverage, transacting business with or otherwise offering economic benefits to the Insured or any other beneficiary under this Policy. No benefits or payments will be made to any direct or indirect beneficiary (ies) who is/are declared unable to receive economic benefits under the laws and/or regulations governing this Policy and/or the Insurer, its parent or its ultimate controlling entity

### Exclusions applicable to Kidnap for Ransom Cover only

The *Insurer* will not be liable for any claim that is the result of:

1. The fraudulent, dishonest, or criminal acts of the *Insured* or *Insured Person(s)*, or any person authorised by the *Insured* or *Insured Person(s)* to have custody of *Ransom Monies*. This exclusion will not apply to the payment of *Ransom Monies* by the *Insured* or *Insured Person(s)* in a situation where local authorities have declared such payment illegal.
2. An *Insured* or *Insured Person(s)* who has had kidnap insurance cancelled or declined in the past.
3. Any *Kidnapping* which occurs in Colombia, Iraq, Nigeria, and Philippines.
4. Any incident in any country where you are resident, where the existence of such cover is prohibited by any government embargo or sanction

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## Policy Schedule

### Conditions applicable to Kidnap for Ransom Cover only

#### Confidentiality

The *Insured* and *Insured Person(s)* will use all reasonable efforts not to disclose the existence of this cover.

#### Non-Accumulation Of Liability

Regardless of the number of years this policy will continue in force, and of the number of premiums which will be payable or paid or of any other circumstances whatsoever, the liability of the Insurer under this policy with respect to any loss(es) will not be cumulative from year to year or period to period. When there is more than one Insured, the aggregate Limit of Liability of the Insurer for loss(es) sustained by any or all of them will not exceed the amount for which the Insurer would be liable if all loss(es) were sustained by any one of them.

24 Hour Crisis Helpline: 001-713-260-5500

End of endorsements

#### Auto-renewal

Please note that your policy will be automatically renewed at the end of the period of insurance unless we hear otherwise.

Please be aware that we can only guarantee automatic renewal if you have made us aware of any changes to, or any new material fact, which may affect our acceptance of your policy.

If you usually pay your premium to your broker, please continue to do so, or if you currently pay your premium by monthly direct debit, we will automatically amend your monthly payments to reflect the new renewal premium.

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**AIG Private Client Group**  
**Certificate of**  
**Employers' Liability**  
**Insurance**

Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policyholder employs persons covered by the policy.

**NAME OF POLICYHOLDER**

**Mr P Bottomley**

**POLICY NUMBER**



**DATE OF COMMENCEMENT OF INSURANCE**

13 September 2008

**DATE OF EXPIRY OF INSURANCE**

12 September 2009

We hereby certify that subject to paragraph 2:-

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, and the Channel Islands or the Isle of Man (b); and
2. the minimum amount of cover provided by this policy is no less than £5 million (c);

**Notes**

- (a) Where the employer is a company to which regulation 3(2) of the Regulations applies, this certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- (b) Specify applicable law as provided for in regulation 4(6) of the Regulations.
- (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

Signed on behalf of



**AIG UK Limited**  
(Authorised Insurer)

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**BOTTOMLEY, Peter**

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**From:** [REDACTED]  
**Sent:** 29 May 2009 16:31  
**To:** BOTTOMLEY, Peter  
**Subject:** FW: PETER BOTTOMLEY [REDACTED]

Peter, here are those figures you wanted.

Kind regards.

[REDACTED]  
Private Client Senior Account Executive

La Playa: Insurance with Intelligence  
Direct Line: [REDACTED]  
Web site : [www.laplaya.co.uk](http://www.laplaya.co.uk)

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**From:** [REDACTED]  
**Sent:** 29 May 2009 13:01  
**To:** [REDACTED]  
**Subject:** RE: PETER BOTTOMLEY [REDACTED]

Hi [REDACTED]

[REDACTED]  
Buildings and Contents combined - £2,346.48  
Fine Art - £5.51

Chimneys:  
Buildings and Contents combined - £1,221.52  
OPS - £118.02

All other sections i.e. liability, K&R, legal expenses = £351.75 (these are not location specific).

Kind regards  
[REDACTED]

[REDACTED] | Head of Underwriting | AIG UK Limited | Private Client Group  
The AIG Building | 58 Fenchurch Street London | EC3M 4AB  
DD: +44 (0)20 7954 [REDACTED] | Mob: + [REDACTED] | [REDACTED]

You can view our PCG website at [www.aigpcg.co.uk](http://www.aigpcg.co.uk)



City of Westminster

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Council tax bands and rates

Your Council Tax for 2009/10

Band	WCC £	GLA £	Total £
A	251.86	206.55	458.41
B	293.85	240.97	534.82
C	335.82	275.40	611.12
D	377.80	309.82	687.62
E	461.75	378.67	840.42
F	545.71	447.52	993.23
G	629.66	516.37	1146.03
H	755.60	619.64	1375.24
% increase	0%	0%	0%



*So unchanged from 2008/9*

Contact the council T: 020 7641 6000 E: [info@westminster.gov.uk](mailto:info@westminster.gov.uk)


Last

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1<sup>st</sup> June 2009

We agree that £30 of the money paid each week is for cleaning at 

This has been so for 2007-8, 2008-9 and applies now in 2009-10.

Member claimed  
£680.00  
£20 x 34



PETER DOTTONLEY