

Claim (page no.)	Receipts (page no.)	Details	Amount
2-3	4	Staff car park permit	£290.00
6-7	8	Screws	£1.60
	9	Mirrors	£15.98
	10	Notice boards	£280.01
11-12	13	Toner cartridges	£72.58
	14	Shelving	£516.95
	15-16	Low noise tape, stationery	£123.42
17-18		Security services	£325.48
		Security services	£261.74
	19	Stationery	£0.41
	20	Stationery	£140.82
	21	Office sign	£111.63
	22	Photocopying charges	£15.84
	23	Telephone systems maintenance	£188.00
24-26	24	Car travel	£100.00
27-29	29	Car travel	£93.40
30-32	33	Fruit juice, orange squash, sugar	£3.46
	34	Biscuits, sweets, sugar	£3.92
	35	Milk	£0.84
	36	Milk, sugar	£2.90
	37	Milk	£1.34
	38	Fruit juice, water, milk, napkins	£3.86
		Telephone bill	£20.19
	39	Milk	£1.34
40-42	42	Car travel	£80.00
	43	Hard drive, blank DVD	£53.57
	44	Books	£47.94
	45	Tape for fixing network cables to walls	£13.47
	46	Postage	£4.30
	47	Coffee	£4.99
	48	Milk, mince pies	£3.23
	49	Folder and ring binder file	£2.48
	50-52	52	Car travel
53-54	56	Staff salaries	£4,000.00
	55	Toner cartridges	£303.15
56-57	58	Stationery	£206.42
	59-61	Coffee, soap, stationery and office supplies	£110.04
	62	Stationery	£16.44
63-64	65	Use of village hall for advice surgery	£36.00
	66	Use of village hall for advice surgery	£25.00
	67	Use of village hall for advice surgery	£9.00
		Security services	£588.44
	68-69	Coffee, office supplies	£68.36
	70	Stationery	£14.76
	71	Stationery	£21.60
72-74	74	Car travel	£32.00
	75	Telephone bill - only part claimed	£14.82
	74	Meals and subsistence	£17.58
	76	Biscuits	£1.99
	77	Stationery	£2.99
	78	Biscuits	£4.18
	79	Biscuits, sugar, milk	£1.75
	80	Milk	£1.34
	81	Sugar, Milk	£1.48
	82	Chocolates, stationery	£7.75
	83	Stationery	£3.99
84	Biscuits, milk	£5.87	
85-86	85	Cleaning services	£70.00
87-88		Security services	£837.67
		Security services	£35.25
	89	Desk	£176.25
	90	Stationery	£60.76

	91	Use of village hall for advice surgery	£9.60
	92	Stationery	£2.29
	93	Use of village hall for advice surgery	£17.63
	94	Website fees - claimed in error and not paid	£0.00
95-97	97	Car travel	£61.12
	97	Meals and subsistence	£1.34
	98	Office supplies	£15.37
	99	Office supplies	£8.98
	100	Milk	£1.34
	101	Telephone bill - only part claimed	£15.97
	102	Telephone bill - only part claimed	£76.37
103-105	106	Bus ticket	£3.85
	107	Bus ticket	£3.85
	108	Bus ticket	£6.95
	109	Bus ticket	£6.95
	110	Bus ticket	£3.85
	111	Bus ticket	£3.85
	112	Bus ticket	£3.85
	113	Bus ticket	£6.95
	114	Bus ticket	£6.95
	115	Bus ticket	£6.95
	116	Bus ticket	£6.95
	117	Bus ticket	£6.95
118-120		Telephone bill - only part claimed	£18.30
	120	meals and subsistence	£19.50
	121	Biscuits, milk	£7.83
	122	Stationary	£2.29
	123	Milk	£0.66
	124	kitchen supplies	£2.50
	125	Milk	£1.15
	126	Milk	£0.76
	127	Milk	£0.66
	128	Milk	£1.15
	129	Milk	£1.01
	130	Paper	£1.73
	131	Milk, sugar	£1.42
	132	Milk	£0.76
	133	Milk	£1.15
	134	Milk	£0.66
	135	Keys	£36.00
136-138	138	car travel	£206.80
139-141	141	car travel	£30.00
	141	Meals and subsistence	£15.03
	142	keys	£27.00
	143	coffee	£3.29
		coffee	£2.59
		milk	£1.34
		coffee	£2.48
	144	Tape for fixing network cables to walls	£8.98
	145	table covers for Westmorland Show	£1.97
		table covers for Westmorland Show	£1.97
		table covers for Westmorland Show	£1.97
		table covers for Westmorland Show	£1.97
	146	keys	£27.00
	147	coffee	£3.25
		biscuits	£1.09
		biscuits	£0.99
	148	waterproofing for marquee westmorland show	£5.99
	149	Telephone bill - only part claimed	£31.71
150-151	152-153	Telephone System installation	£2,486.30
	154	Room Hire surgery	£40.00
		security	£1,175.00
	155	Photocopying charges	£28.78

	156	stationary	£2.71
	157	stationary	£86.39
	158	Stationary	£171.61
	159	printer cartidge	£303.15
	160	westmorland Show space	£23.50
	161	blinds for new office	£388.90
162-164	164	car travel	£42.00
	173-174	Staff telephone - part claimed	£41.60
	165	batteries	£3.00
	166	Sugar, Milk	£3.62
	167	Door Mats	£20.97
	168	milk	£1.32
	169	washing powder for tea towel laundry	£1.97
	170	office cleaning products	£5.98
	171	table covering	£3.75
	172	milk	£0.72
175-177	178	cable ties	£6.95
	177	Car travel	£27.60
	179	milk	£0.66
	180	coffee	£9.88
	181	IT Equip	£59.99
	182	Middletons iron mongers	£2.15
	183	IT Equipment	£145.77
	184	Staff Eye Examination	£18.00
185-187	187	Car travel	£176.40
188-189	190	Desk fan	£23.49
	191	Toner cartridges	£91.65
	192	Photocopying charges	£16.58
	193	Photocopying charges	£49.61
	194	Stationery	£72.58
		security	£45.00
	195	Website fees	£104.00
196-198	198	staff travel on parliamentary business	£22.00
199-201	201	staff travel on parliamentary business	£56.40
202-204	204	staff travel on parliamentary business	£252.80
	205	Toilet tissue	£4.65
206-208	208	staff travel on parliamentary business	£36.00
		Staff telephone - part claimed	£8.62
	209	Ink cartridges	£19.95
		receipt not scanned	£4.23
	210	Milk	£1.03
	211	Stationery	£3.98
	212	Milk	£0.72
	213	Toilet tissue	£6.00
	214	Milk and biscuits	£3.91
		Stationery	£1.05
	215	Milk	£0.66
		kitchen supplies	£0.79
	216	Milk	£1.32
	217	Milk	£1.32
	218	Stationery	£16.29
	219	Data Protection registration fee	£35.00
		£26.22 claimed for preparation of lunch for training day not paid	£0.00
220-222	222	Volunteer travel expenses	£90.00
223-224	225	Room Hire surgery	£13.75
	226	Stationery	£1.76
	227	Stationery	£10.75
	228	Stand at Westmorland County Show	£148.52
	229	Toner cartridges	£348.98
		Security	£402.09
	230	Website fees	£45.00
	231	Casework software	£120.00
	232	Office rent, rates, heat and light etc	£3,255.33

		Postage for annual report	£1,251.26
	233	Stationery	£64.77
	234	Room Hire surgery	£30.00
	235	Website fees	£14.00
236-238	238	staff travel on parliamentary business	£34.40
	239	Postage	£3.72
	240	Stationery	£0.99
	241	Coffee	£4.14
	242	Milk and coffee	£2.98
	243	Coffee	£4.99
	244	Car parking	£1.70
	245	IT Equipment	£24.97
	246	IT Equipment	£57.22
	247	Telephone bill - only part claimed	£36.15
	248	Telephone bill - only part claimed	£37.63
249-251	251	staff travel on parliamentary business	£34.80
		Telephone bill - only part claimed	£31.60
	252	Coffee	£4.99
253-255	255	Volunteer travel expenses	£65.00
256-257	258	Room Hire surgery	£9.00
	259	Website fees	£87.00
	260	Stationery	£8.97
261-263	264	Biscuits and water	£4.66
	265	Mints	£7.92
		Stationery	£1.98
	266	Postage	£4.75
	267	Tea and coffee	£4.22
	268-269	Stationery	£23.00
	270	Orange Squash	£0.95
	271	Milk and sugar	£3.41
	272	Biscuits and local newspaper	£3.69
	273	Biscuits	£3.00
	263	Telephone bill - only part claimed	£40.25
	263	staff travel on parliamentary business	£44.40
274-276	275	Volunteer travel expenses	£147.00
277-278	279	Stationery	£0.88
	280	Office rent, rates, heat and light etc	£3,151.75
	281	Fire extinguishers	£129.26
	282	Room Hire surgery	£17.50
	283	Room Hire surgery	£45.00
	284	Room Hire surgery	£17.63
	285	Room Hire surgery	£60.00
	286	Toner cartridges	£180.34
	287	Photocopying charges	£20.03
	288	Room Hire surgery	£15.00
	289	Room Hire surgery	£5.50
290-291	292	Office rent, rates, heat and light etc	£1,250.00
	293-296	Stationery	£253.20
297-299	300	IT Equipment	£106.90