

Appendix A: Analysis of Cllr Dhillons's Travel Claims

Claim Date	Paid Date	Amount (£)	Details of Individual Claims				Meeting Attendance Checked		Excess Mileage*	Mileage Rate (£)	Overpayment (£)
			Date	Meeting Details	Journey Details	Mileage Claimed					
10/06/2013	Not yet paid	75.60	07/12/2011	Council	Town Hall	14	✓	Minutes & Attendance Sheet	6	0.45	Not yet paid
			10/01/2012	Audit O & S	Town Hall	14	✓	Minutes & Attendance Sheet (For O & S)	6	0.45	
			16/10/2012	Planning Forum	Town Hall	14	×	Not present as per minutes of meeting held on 01/10/2012	14	0.45	
			Nov-12	O & S	Town Hall	14	×	Not present as per minutes and attendance sheet from meeting held on 13/11/2012	14	0.45	
			Feb-13	O & S	Town Hall	14	×	Not present as per minutes and attendance sheet from meeting held on 12/02/2013	14	0.45	
			Feb-13	Council	Town Hall	14	×	Not present as per minutes and attendance sheet from meeting held on 20/02/2013	14	0.45	
			Mar-13	O & S	Town Hall	14	✓	Minutes & Attendance Sheet for meeting held on 12/03/2013	6	0.45	
			Mar-13	Council	Town Hall	14	✓	Minutes & Attendance Sheets for meetings held on 06/03/2013 & 27/03/2013 - NB only one claimed	6	0.45	
			Apr-13	O & S	Town Hall	14	✓	Minutes & Attendance Sheet for meeting held on 16/04/2013	6	0.45	
			Apr-13	Council	Town Hall	14	✓	Minutes & Attendance Sheet for meeting held on 24/04/2013	6	0.45	
			May-13	O & S	Town Hall	14	✓	Minutes & Attendance Sheet for meeting held on 08/05/2013	6	0.45	
			May-13	Council	Town Hall	14	×	Not present as per minutes and attendance sheet from meeting held on 15/05/2013	14	0.45	

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06/12/2011	Feb-12	79.20	26/10/2011	Full Council	Town Hall	14	✓	Minutes & Attendance Sheet	6	0.45	2.70
			28/10/2011	Local Plan	Town Hall	14	?	No formal records	6	0.45	2.70
			02/11/2011	Local Plan	Town Hall	12	?	No formal records	4	0.45	1.80
			07/11/2011	Treasury Training	Town Hall	12	?	No formal records	4	0.45	1.80
			N/S	Overview & Scrutiny	Town Hall	12	✓	Minutes & Attendance Sheet for meeting held on 15/11/2011	4	0.45	1.80
			01/12/2011	Local Plan	Town Hall	12	?	No formal records	4	0.45	1.80
			Error on interpretation of claim				N/A	Payroll error	100	0.45	45.00
12/10/2011	Nov-11	27.00	06/09/2011	Planning	Town Hall	12	✓	Attendance Sheet. NB - the minutes had been amended to show someone else in his place, but the attendance sheet clearly shows BD's signature	4	0.45	1.80
			13/09/2011	O & S	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			21/09/2011	F & A	Town Hall	12	✓	Minutes	4	0.45	1.80
			22/09/2011	Council	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			11/10/2011	O & S	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			13/09/2011	O & S	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
13/09/2011	Oct-11	32.40	16/08/2011	Planning	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			17/08/2011	Planning	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			31/08/2011	Full Council	Town Hall	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			07/09/2011	Standards	Town Hall	12	✓	Code of Conduct Decision Notice	4	0.45	1.80
			06/09/2011	Planning	N/S	12	×	Duplicate	12	0.45	5.40
			13/09/2011	O & S	Town Hall	12	×	Duplicate	12	0.45	5.40
27/05/2011	Aug-11	31.50	08/02/2011	Overview & Scrutiny	N/S	10	✓	Minutes	2	0.45	0.90
			15/02/2011	Warwick Development Party	N/S	10	?	No formal records	2	0.45	0.90
			16/03/2011	Planning Committee	N/S	10	✓	Minutes	2	0.45	0.90
			29/03/2011	Overview & Scrutiny	N/S	10	×	Not present as per minutes from meeting held on 29/03/2011	10	0.45	4.50
			06/04/2011	Planning Committee	N/S	10	✓	Minutes	2	0.45	0.90
			27/04/2011	Planning Committee	N/S	10	(✓)	Minutes of meeting held on 26/04/2011	2	0.45	0.90
			24/05/2011	Planning Committee	N/S	10	✓	Minutes & Attendance Sheet	2	0.45	0.90
14/07/2011	Aug-11	21.60	07/06/2011	O & S Committee	N/S	12	✓	Minutes & Attendance Sheet	4	0.45	1.80
			29/06/2011	Council	N/S	12	✓	Minutes	4	0.45	1.80
			05/07/2011	Planning Committee	N/S	12	✓	Minutes & Attendance Sheet	4	0.45	1.80

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			12/07/2011	O & S	N/S	12	✓	Minutes & Attendance Sheet	4	0.45	1.80

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			Date	Meeting Details	Journey Details	Mileage Claimed					
N/S	Mar-11	31.60	09/12/2010	Planning Committee	N/S	10	(✓)	Minutes of meeting held on 08/12/2010	2	0.40	0.80
			01/01/2011	Site Visit Planning	N/S	10	×	No site visits would have been held on New Year's Day	10	0.40	4.00
			05/01/2011	Overview & Scrutiny	N/S	10	(✓)	Minutes of Planning Committee meeting held on 05/01/2011	2	0.40	0.80
			07/01/2011	Working Grant	Riverside	9	?	No formal records	3	0.40	1.20
			19/01/2011	Council	N/S	10	✓	Minutes	2	0.40	0.80
			25/01/2011	Overview & Scrutiny	N/S	10	✓	Minutes	2	0.40	0.80
			31/01/2011	Development Working Party	N/S	10	?	No formal records	2	0.40	0.80
08/12/2010	Jan-11	47.20	02/02/2011	Planning	N/S	10	✓	Minutes	2	0.40	0.80
			26/10/2010	Overview & Scrutiny	Town Hall	12	✓	Minutes	4	0.40	1.60
			02/11/2010	Development Working Party	Town Hall	12	?	No formal records	4	0.40	1.60
			06/11/2010	Planning Site Visits	Adelaide Road	10	?	No formal records	3	0.40	1.20
			10/11/2010	Planning	Town Hall	12	✓	Minutes	4	0.40	1.60
			11/11/2010	Planning	Town Hall	12	×	No meeting held (the reserve date was not required)	12	0.40	4.80
			15/11/2010	Development Working Party	Town Hall	12	?	No formal records	4	0.40	1.60
			23/11/2010	Overview & Scrutiny	Town Hall	12	✓	Minutes	4	0.40	1.60
			01/12/2010	Council	Town Hall	12	✓	Minutes	4	0.40	1.60
			07/12/2010	WDC Training	Town Hall	12	?	No formal records	4	0.40	1.60
Oct-10	Nov-10	28.00	08/12/2010	Planning	Town Hall	12	✓	Minutes	4	0.40	1.60
			28/08/2010	Planning Committee Site Visits	N/S	10	?	No formal records	2	0.40	0.80
			01/09/2010	Council	N/S	10	✓	Minutes	2	0.40	0.80
			02/09/2010	Planning Committee	N/S	10	✓	Minutes	2	0.40	0.80
			08/09/2010	Special Council Meeting	N/S	10	✓	Minutes	2	0.40	0.80
			22/09/2010	Planning Committee	N/S	10	✓	Minutes	2	0.40	0.80
			28/09/2010	Overview & Scrutiny	N/S	10	✓	Minutes	2	0.40	0.80
			13/10/2010	Planning Committee	N/S	10	✓	Minutes	2	0.40	0.80

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			Date	Meeting Details	Journey Details	Mileage Claimed					
26/08/2010	Sep-10	28.00	14/07/2010	Council	Town Hall	10	✓	Minutes	2	0.40	0.80
			21/07/2010	Planning	Town Hall	10	✓	Minutes	2	0.40	0.80
			22/07/2010	Planning	Town Hall	10	×	No meeting held (the reserve date was not required)	10	0.40	4.00
			27/07/2010	Overview & Scrutiny	N/S	10	✓	Minutes	2	0.40	0.80
			11/08/2010	Planning	Town Hall	10	✓	Minutes	2	0.40	0.80
			16/08/2010	Development Working Party	N/S	10	?	No formal records	2	0.40	0.80
			24/08/2010	Overview & Scrutiny	Town Hall	10	✓	Minutes	2	0.40	0.80
06/07/2010	Aug-10	32.80	10/06/2010	Planning	Town Hall	12	✓	Minutes	4	0.40	1.60
			22/06/2010	Overview & Scrutiny	Town Hall	12	✓	Minutes	4	0.40	1.60
			26/06/2010	Planning Site Visits	Adelaide Road	10	?	No formal records	3	0.40	1.20
			28/06/2010	Final Accounts	N/S	12	✓	Minutes	4	0.40	1.60
			30/06/2010	Planning 1	N/S	12	✓	Minutes	4	0.40	1.60
			01/07/2010	Planning 2	N/S	12	✓	Minutes	4	0.40	1.60
			06/07/2010	Development Working Party	N/S	12	?	No formal records	4	0.40	1.60
09/06/2010	Jul-10	28.00	24/01/2010	Council	Town Hall	12	(✓)	Minutes and Attendance Sheet for meeting held on 24/02/2010	4	0.40	1.60
			09/03/2010	RSS	Town Hall	12	?	No formal records	4	0.40	1.60
			13/04/2010	Overview & Scrutiny	Town Hall	12	✓	Minutes	4	0.40	1.60
			25/05/2010	Overview & Scrutiny	Town Hall	12	✓	Minutes	4	0.40	1.60
			05/06/2010	Planning Site Visits	N/S	10	?	No formal records	2	0.40	0.80
			09/06/2010	Planning Committee	Town Hall	12	✓	Minutes	4	0.40	1.60
15/01/2010	Feb-10	54.40	19/08/2009	Council	Town Hall	20	✓	Minutes	12	0.40	4.80
			10/11/2009	Sub - Overview & Scrutiny	N/S	20	✓	Minutes	12	0.40	4.80
			25/11/2009	Council	N/S	20	✓	Minutes	12	0.40	4.80
			07/12/2009	Planning Forum	Town Hall	20	✓	Minutes	12	0.40	4.80
			12/01/2010	Grants Working	Riverside	16	?	No formal records	10	0.40	4.00
			13/01/2010	Council	N/S	20	✓	Minutes & Attendance Sheet	12	0.40	4.80
			14/01/2010	Development Working Party	N/S	20	?	No formal records	12	0.40	4.80
17/07/2009	Aug-09	12.02	16/06/2009	RSS Core Strategy	Town Hall	10	(✓)	Minutes of Council meeting held on 16/06/2009	2	0.601	1.20
			29/06/2009	Council	N/S	10	✓	Minutes	2	0.601	1.20
	Aug-09	12.00	08/07/2009	Council	N/S	10	✓	Minutes	2	0.40	0.80
			09/07/2009	Planning Renewable Energy	N/S	10	?	No formal records	2	0.40	0.80

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			Date	Meeting Details	Journey Details	Mileage Claimed					
			13/07/2009	CCA Presentation	N/S	10	?	No formal records	2	0.40	0.80

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			Date	Meeting Details	Journey Details	Mileage Claimed					
28/05/2009	Jun-09	42.07	06/04/2009	Audit & Scrutiny	Town Hall	10	✓	Minutes	2	0.601	1.20
			16/04/2009	Planning Forum	Town Hall	10	✓	Minutes	2	0.601	1.20
			25/04/2009	Planning Site Visits	Adelaide Road	10	?	No formal records	3	0.601	1.80
			29/04/2009	Planning Committee	Town Hall	10	✓	Minutes	2	0.601	1.20
			08/05/2009	RSS	Town Hall	10	?	No formal records	2	0.601	1.20
			13/05/2009	Annual Council	N/S	10	✓	Minutes	2	0.601	1.20
			20/05/2009	Employment Committee	N/S	10	✓	Minutes	2	0.601	1.20
02/04/2009	Apr-09	52.83	17/02/2009	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			23/02/2009	WDC Council Tax	Town Hall	10	✓	Minutes	2	0.587	1.17
			07/03/2009	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			09/03/2009	Betterment of WDC	Town Hall	10	?	No formal records	2	0.587	1.17
			11/03/2009	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			17/03/2009	Audit & Scrutiny	Town Hall	10	✓	Minutes	2	0.587	1.17
			28/03/2009	Planning Site Visits	Town Hall	10	?	No formal records	2	0.587	1.17
			01/04/2009	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			02/04/2009	Planning Committee	Town Hall	10	×	No meeting held (the reserve date was not required)	10	0.587	5.87
05/02/2009	Mar-09	35.22	02/12/2008	Overview & Scrutiny & Audit & Resources Committee	N/S	10	✓	Minutes (A&R only)	2	0.587	1.17
			10/12/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			07/01/2009	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			24/01/2009	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			28/01/2009	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			03/02/2009	Audit & Resources Scrutiny Committee	N/S	10	✓	Minutes	2	0.587	1.17
22/11/2008	Dec-08	35.22	07/10/2008	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			08/10/2008	Full Council	Town Hall	10	✓	Minutes	2	0.587	1.17
			09/10/2008	Planning Brief	Town Hall	10	?	No formal records	2	0.587	1.17
			14/10/2008	Audit & Resources	Town Hall	10	✓	Minutes	2	0.587	1.17
			29/10/2008	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			19/11/2008	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17

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05/10/2008	Oct-08	35.22	16/08/2008	Planning Committee	N/S	10	(x)	Assume this was for site visits, not actually a committee meeting	2	0.587	1.17
			19/08/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			02/09/2008	Audit & Scrutiny Committee	N/S	10	✓	Minutes	2	0.587	1.17
			13/09/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			17/09/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			22/09/2008	Planning Forum	N/S	10	✓	Minutes	2	0.587	1.17
			01/08/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
01/08/2008	Aug-08	46.96	25/06/2008	Council	N/S	10	x	Not present as per minutes of meeting (apologies recorded)	10	0.587	5.87
			05/07/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			09/07/2008	Council	N/S	10	✓	Minutes	2	0.587	1.17
			16/07/2008	Audit & Resources Meeting	N/S	10	(✓)	Minutes for meeting held on 15/07/2008	2	0.587	1.17
			26/07/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			30/07/2008	Planning Meeting	N/S	10	✓	Minutes	2	0.587	1.17
			31/07/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			02/05/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
N/S	Jul-08	29.35	06/05/2008	Employment Working Group	Town Hall	10	?	No formal records	2	0.587	1.17
			20/05/2008	Planning Committee	Town Hall	10	✓	Minutes	2	0.587	1.17
			22/05/2008	Special O & S Committee	N/S	10	x	Not present as per minutes of meeting	10	0.587	5.87
			03/06/2008	Audit & Resources Scrutiny Committee	N/S	10	✓	Minutes	2	0.587	1.17
			14/06/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
02/05/2008	May-08	46.96	09/04/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			10/04/2008	Planning Committee	N/S	10	x	No meeting held (the reserve date was not required)	10	0.587	5.87
			17/04/2008	Training (Planning)	N/S	10	?	No formal records	2	0.587	1.17
			22/04/2008	EDRMS Project	N/S	10	?	No formal records	2	0.587	1.17
			23/04/2008	Council	N/S	10	✓	Minutes	2	0.587	1.17
			26/04/2008	Planning Site Visits	N/S	10	?	No formal records	2	0.587	1.17
			30/04/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17
			01/05/2008	Planning Committee	N/S	10	✓	Minutes	2	0.587	1.17

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27/03/2008	Apr-08	39.06	19/02/2008	Planning Committee	N/S	10	✓	Minutes	2	0.558	1.12
			21/02/2008	Council	N/S	10	✓	Minutes	2	0.558	1.12
			05/03/2008	Council	N/S	10	✓	Minutes	2	0.558	1.12
			12/03/2008	Planning Committee	N/S	10	✓	Minutes	2	0.558	1.12
			13/03/2008	Planning Committee II	N/S	10	✓	Minutes	2	0.558	1.12
			18/03/2008	Audit & Resources	N/S	10	✓	Minutes	2	0.558	1.12
			26/03/2008	Licensing Committee	N/S	10	✓	Minutes	2	0.558	1.12
Totals:						1789			744		294.07

* Standard Mileages - Home to Town Hall & Return = 7 miles (allow 8), Home to Riverside House & Return = 6 miles, Home to Adelaide Road & Return = 6.4

Key:

	Mileage claimed for meetings not attended
	Excess mileage claimed
	Duplicate mileage claims
	Mileage claimed for meetings not held
	Payroll error