

Administrative and Office Expenditure (formerly IEP) 2009-10 Statement 1st April to 30th September 2009

Member	Month paid	Invoice date	Invoice No.	Supplier	Expenditure type	Detail of Claim	Amount	Allowance Maximum	Balance Remaining	Percentage
	Apr-09	22/04/09			Petty cash	P/ANN SNELGROVE /PETTY CASH	£ 50.00			
	Apr-09				Incidentals	Apr-09 Monthly subtotal	£ 50.00			
	May-09	16/04/09	8295	CODE CREATIVE LIMITED	Incidentals	CODE CREATIVE/BUSINESS CARDS	£ 303.60			
	May-09	19/04/09	A-20385637	BANNER BUSINESS SUPPLIES LTD	Incidentals	BANNER/STATIONERY	£ 17.94			
	May-09	27/04/09	LMS10766	LOVEDAY AND LOVEDAY	Accommodation costs	LOVEDAY & LOVEDAY/BUILDING INSURANCE	£ 141.48			
	May-09	30/04/09			Telephones	T-Mobile voice & data costs for April 2009	£ 12.06			
	May-09	14/05/09	C677902	ANNE SNELGROVE MP	Member travel AOE	V CARS/TAXI FARES	£ 17.25			
	May-09	14/05/09	C677902	ANNE SNELGROVE MP	Maintenance, janitor	XXXXXXXXXX /CLEANING	£ 45.00			
	May-09	27/05/09			Telephones	P/VODAFONE/TEXT SERVICE	£ 17.00			
	May-09	27/05/09			Petty cash	P/PETTY CASH	£ 50.00			
	May-09				Other equip lease	May-09 Monthly subtotal	£ 604.33			
	Jun-09	17/05/09	053/09/0349644	BANK OF SCOTLAND	Other equip lease	LEASE OF OFFICE EQUIPMENT - LEASE NO. XXXXXXXXXX	£ 341.20			
	Jun-09	18/05/09	SS79079970Q033	BRITISH TELECOM (BT)	Telephones	PHONE BILL	£ 48.52			
	Jun-09	20/05/09	200509 30310369	SWINDON BOROUGH COUNCIL	Accommodation costs	NON-DOMESTIC RATES	£ 2,126.76			
	Jun-09	27/05/09	A-20521697	BANNER BUSINESS SUPPLIES LTD	Other equip purchase	FILING CABINET	£ 180.90			
	Jun-09	19/06/09			Petty cash	P/PETTY CASH	£ 50.00			
	Jun-09	19/06/09			Other equip lease	P/EQUIPMENT LEASE	£ 341.20			
	Jun-09				Accommodation costs	Jun-09 Monthly subtotal	£ 3,088.58			
	Jul-09	24/02/09	LMS16607	LOVEDAY AND LOVEDAY	Accommodation costs	PROPERTY SERVICE CHARGE	£ 482.68			
	Jul-09	14/05/09	A-20476940	BANNER BUSINESS SUPPLIES LTD	IT equip purchase	MONITOR MOUNT COPYHOLDER	£ 24.01			
	Jul-09	31/05/09			Telephones	T-Mobile voice & data costs for May 2009	£ 16.51			
	Jul-09	31/05/09	14320	V CARS LTD	Member travel AOE	RAIL FARES	£ 11.50			
	Jul-09	02/06/09	SS79079956Q033	BRITISH TELECOM (BT)	Telephones	PHONE BILL	£ 349.74			
	Jul-09	16/06/09	LMS10832	LOVEDAY AND LOVEDAY	Accommodation costs	OFFICE RENT & PROPERTY SERVICE CHARGE	£ 2,758.85			
	Jul-09	26/06/09	C699302	ANNE SNELGROVE MP	Payment to individual	OFFICE CLEANING	£ 60.00			
	Jul-09	30/06/09	2221	UNIQUE COLOUR SOLUTIONS LTD	Incidentals	COPY CHARGES & PRINT/FAX BOARD MAINT APR-J	£ 260.26			
	Jul-09	30/06/09	14827	V CARS LTD	Member travel AOE	TRAVEL COSTS	£ 27.60			
	Jul-09	30/06/09	14827	V CARS LTD	Staff travel taxi	TRAVEL COSTS	£ 8.74			
	Jul-09	13/07/09	875/AD864	XXXXXXXXXX	Accommodation costs	REFRESHMENTS FOR VETERANS DAY	£ 20.00			
	Jul-09	21/07/09			Petty cash	P/PETTY CASH	£ 50.00			
	Jul-09	21/07/09			Incidentals	P/IT MAINTENANCE	£ 335.00			
	Jul-09				Telephones	Jul-09 Monthly subtotal	£ 4,404.89			
	Aug-09	30/06/09			Telephones	T-Mobile voice & data costs for June 2009	£ 9.78			
	Aug-09	06/07/09	174577	DATASHARP NETWORK SERVICES	Telephones	PHONE BILL JUN 09	£ 21.24			
	Aug-09	10/07/09	7401604534	DELL CORPORATION LTD	Incidentals	STATIONERY	£ 172.50			
	Aug-09	31/07/09	15267	V CARS LTD	Member travel AOE	TAXI FARES	£ 11.50			
	Aug-09	03/08/09	30809 1/46	HARRISONS NEWS	Incidentals	NEWSPAPERS	£ 67.77			
	Aug-09	21/08/09			Petty cash	P/PETTY CASH	£ 50.00			
	Aug-09	29/08/09			Telephones	P/VODAFONE/TEXT SERVICE	£ 17.00			
	Aug-09				Accommodation costs	Aug-09 Monthly subtotal	£ 349.79			
	Sep-09	24/02/09	LMS16608	LOVEDAY AND LOVEDAY	Accommodation costs	PROPERTY SERVICE CHARGE 24-02-09	£ 482.68			
	Sep-09	24/04/09	A-20195955	BANNER BUSINESS SUPPLIES LTD	Other equip purchase	OFFICE DESK	£ 465.08			

We have amended this statement after Member feedback, ordering it by the month paid, then the invoice date. Please contact us on x1340 if you have any further suggestions.