

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1ST OF EACH MONTH

CLAIM BY COUNCILLOR: D. HILTON
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: MAY / JULY 2011

PERIOD COVERED BY CLAIM DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED		
						PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)	
19/5/2011	6.30	8.30	TOWN HALL	APPEALS TRAINING	✓	20		
24/5/2011	7.30	8.30	TOWN HALL	ANNUAL COUNCIL	✓	20		
31/5/2011	10.00	12.30	TOWN HALL	TAXI APPEAL	✓	20		
31/5/2011	4.30	7.00	TOWN HALL	PENSION PANEL	✓	20		
7/6/2011	3.30	5.30	ASTON HOUSE	INVESTMENT WORKING GROUP.	✓	20		
15/6/2011	9.30	5.30	"	"	✓	20		
21/6/2011	7.30	9.30	TOWN HALL	PLANNING & HOUSING O B S	✓	20		
28/6/2011	7.30	10.00	TOWN HALL	FULL COUNCIL	✓	20		
29/6/2011	5.30	7.30	TOWN HALL	ROZAL FROM	✓	20		
25/7/2011	4.30	7.00	TOWN HALL	PENSION PANEL	✓	20		
26/7/2011	7.30	10.00	TOWN HALL	FULL COUNCIL	✓	20		
27/7/2011	5.30	7.30	TOWN HALL	CLIMB & DISORDER O B S	✓	20		
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.						SUB TOTAL	240	
						TOTALS CLAIMED	Carried over	

VAT RECEIPT ATTACHED YES / ~~NO~~
 *Please delete as appropriate
 Date: 6/11/2011

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

Signature of Member:

For Office Use Only	Date: <u>9/4/11</u>	Checked by:
Democratic Services:	Batch No:	Date:
Payroll:	Input by:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1ST OF EACH MONTH

CLAIM BY COUNCILLOR: D. Hudson
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

FOR ALLOWANCES FOR THE MONTH OF: Aug/Oct 2011

PERIOD DATE	COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED		
	TIME FROM	TIME TO				PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
3/8/2011	10.00	12.30	GUILDWOOD	THAMES BASIN HEADHS TSPB	✓	32	NG	
4/8/2011	10.15	3.30	ASTON HOUSE	INVESTMENT WORKING GROUP	✓	20	NG	
19/8/2011	10.30	12.30	TOWN HALL	ALLEY CATING PANCL	✓	20	NG	
12/9/2011	7.30	9.30	TOWN HALL	PLANNING 8 HOUSING OBS	✓	20	NG	
13/9/2011	8.30	6.00	ASTON HOUSE	INVESTMENT WORKING GROUP	✓	20	NG	
15/9/2011	6.00	8.00	TOWN HALL	CLIME 8 DISORDER OBS MEET WITH SARAH THORNTON	✓	20	NG	
16/9/2011	4.00	6.00	"	PLANNING 8 HOUSING PLAN W.C.	✓	20	SB	
27/9/2011	4.300	6.300	ASTON HOUSE	INVESTMENT W.C.	✓	20	NG	
10/10/2011	3.30	6.00	"	" - - -	✓	20	NG	
17/10/2011	5.30	7.30	TOWN HALL	MEETING ON LOCAL PLAN	✓	20	NG	
18/10/2011	10.45	12.00	"	COMMUNITY SAFETY PARTNERSHIP.	✓	20	SB	
19/10/2011	7.20	9.00	"	PLANNING OBS	✓	20		
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.						SUB TOTAL	252	
						TOTALS CLAIMED	came over	

Less any amount claimed/received from any other Authority/Body.

VAT RECEIPT ATTACHED

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

YES / ~~NO~~

*Please delete as appropriate

Date: 6/11/2011

Signature of Member:

For Office Use Only

Democratic Services: _____ Authorised for Payment: _____ Date: 9/11/11

Payroll: _____ Input by: _____ Batch No: _____

Checked by: _____ Date: _____

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: D. HILTON
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

FOR ALLOWANCES FOR THE MONTH OF: OCT/NOV 2011

PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM	DESCRIPTION OF APPROVED DUTY	PLACE WHERE DUTY WAS PERFORMED	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES		TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO				PRIVATE CAR	Mileage	PUBLIC TRANSPORT (Receipts must be attached)	f
31/10/11	4.30 - 6.30	TOWN HALL	PENSION PANEL Berkshire Pension Fund		<input checked="" type="checkbox"/>	20		
1/11/11	5.30 - 7.15	"	CRIME & DISORDER OBS		<input checked="" type="checkbox"/>	20		
SUB TOTAL					<input checked="" type="checkbox"/>	40		
TOTALS CLAIMED					<input checked="" type="checkbox"/>	240		
TOTALS CLAIMED					<input checked="" type="checkbox"/>	252		
TOTALS CLAIMED					<input checked="" type="checkbox"/>	532		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

Signature of Member: _____

Date: 6/11/2011

*Please delete as appropriate

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

For Office Use Only
 Democratic Services: _____ Authorised for Payment: _____
 Payroll: _____ Input by: _____
 Date: _____ Date: _____
 Batch No: _____
 Checked by: _____
 Date: _____

MEMBERS' MILEAGE CLAIM FORM

CAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: **DAVID HILTON**
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: **Nov 2011 To March 2012**

PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM TO			PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
19/11/2011	5.30 - 7.30	DES 2/3	LOCAL PLAN MEETING	S BALL	20	
22/11/2011	5.00 - 7.00	YORK HOUSE	RURAL FORUM		10	
29/11/2011	10.00 - 12.00	MAIDENHEAD	TAXI APPEAL	L HORNBY	20	
6/12/2011	2.00 - 3.30	- " -	- " -	"	20	
13/12/2011	3.30 - 5.30	ASTON HOUSE	INVESTMENT WORKING GROUP	N. GREENWOOD	20	
20/12/2011	5.30 - 7.30	MAIDENHEAD	LOCAL PLAN	S BALL	20	
10/1/2012	10.30 - 12.00	TOWN HALL	SAS 107 Community Safety Pledge		20	
16/1/2012	5.30 - 7.00	- " -	LOCAL PLAN	S. BALL	20	
17/1/2012	5.30 - 7.15	GUILD HALL YORK-HOU	CRIME DISORDER OBS		10	
18/1/2012	10.00 - 5.30	ASTON HOUSE	INVESTMENT WORKING GROUP	N GREENWOOD	20	
24/1/2012	7.00 - 9.00	DES 4	PLANNING OBS		20	
30/1/2012	4.30 - 6.30	TOWN HALL	VERSION PANEL		20	
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.				SUB TOTAL	220	
				TOTALS CLAIMED	220	

Less any amount claimed/received from any other Authority/Body.

JH = Jenni Howells

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a fill receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / NO*
 *Please delete as appropriate

Date... **30/3/2012**

For Office Use Only

Democratic Services: _____ Authorised for Payment: _____
 Payroll: _____ Input by: _____
 Date: **11/04/12** Batch No: _____
 Signature of Member: _____ Checked by: _____
 Date: _____

