

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

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

31 OCT 2011

CLAIM BY COUNCILLOR:
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) Lenton

FOR ALLOWANCES FOR THE MONTH OF: April/May

PERIOD COVERED BY CLAIM DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY	REASON(S) FOR CLAIM	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED			
							PRIVATE CAR	Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
05/04/11	16:00		Maidenhead	Pensoin Panel			20		p	
11/04/11	18:00		Eton	Childrens Services O & S			9			
13/4/11	17:30		RG12 1AQ Easthamsted House Bracknell	Fire Authority Meeting			38			
24/5/11	19:00		Maidenhead	Council			20			
31/5/11	16:30		Maidenhead	Pension Panel			20			
31/5/11	9:30		Guildhall	Pre Windsor Rural Planning Meeting			10			
26/5/11	10:00		Maidenhead	Meeting re Green Man Wraybury <i>re spending on surgery for Wraybury</i>		Peter Brunsdan + Diane Charlton?	20			
SUB TOTAL								137		
TOTALS CLAIMED									137	

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.

april claims authorised by Andrew Scott

[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.]

Date: Signature of Member: John Lenton VAT RECEIPT ATTACHED In Post *Please delete as appropriate

For Office Use Only	
Democratic Services:	Authorised for Payment: <input checked="" type="checkbox"/>
Payroll:	Input by: _____ Date: <u>31/10/11</u>
	Batch No: _____ Checked by: _____ Date: _____

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

CLAIM BY COUNCILLOR: Lenton
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: ...December 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	Mileage	PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
06/12/11	10:00		Maidenhead	Rural Development Panel Briefing	<input checked="" type="checkbox"/>	20		p
06/12/11	19:30		Maidenhead	Council	<input checked="" type="checkbox"/>	20		
08/12/11	18:30		Windsor Leisure Centre	Windsor Rural Development Panel	<input checked="" type="checkbox"/>	10		
13/12/11	15:30		Maidenhead	Pension Panel +Adult Services	<input checked="" type="checkbox"/>	20		f
14/12/11	17:30		Maidenhead	Flood Group	<input checked="" type="checkbox"/>	20		
15/12/11	18:30		RBFRS HQ Reading RG30 4FS	Fire Authority Audit & Performance	<input checked="" type="checkbox"/>	60		

D Perkins

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN

SUB TOTAL 150

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

FOR ALLOWANCES FOR THE MONTH OF: ...January 2012-04

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	TRAVEL ALLOWANCE CLAIMED				
DATE	TIME FROM TO			PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)	£	p
09/01/12	10:00	Maidenhead	Rural Briefing	Planning	✓	20		
10/01/12	10:30	Burleigh Road, Ascot, SL5 7LE	Site visits	Planning	✓	16		
11/01/12	18:30	Wraysbury Village Hall	Windsor Rural Development Panel		✓	2		
18/01/12	10:30	Maidenhead	Pension Fund Working bGroup	N Greenwood	✓	20		
30/01/12	15:30	Maidenhead	Pension Fund Panel	Planning	✓	20		

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN

SUB TOTAL 78

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

CLAIM BY COUNCILLOR: Lenton
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: ... February 2012

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM TO			PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
07/02/12	09:30	York House	Aviation Forum	✓		10 p
07/02/12	12:30	The Bothy Wells Lane Ascot	Site Visit	✓		22
13/02/12	09:00	Maidenhead	Rural Planning Preview meeting	✓		20
15/02/12	17:30	Wokingham RG40 1BN	Fire Authority	✓		48
16/02/12	18:30	Trinity School SL5 0NJ	Rural Development Panel	✓		20
28/02/12	19:30	Guildhall	Council	✓		10
				SUB TOTAL 130 ✓		

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CLAIM BY COUNCILLOR: Lenton

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: ... March 2012

PERIOD DATE	COVERED BY CLAIM TIME		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	TRAVEL ALLOWANCE CLAIMED		
	FROM	TO			PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
01/03/12	13:30		Riders Cottage, Bagshot Road, Ascot, SL5 9JN	Site Visit	✓	20	£ p
06/03/12	12:30		Station Road Wraybury	Site Visit	✓	2	
06/03/12	10:45		Maidenhead	Rural Planning Briefing	✓	20	
06/03/12	19:30		Maidenhead	Adult Services	✓	20	
07/03/12	18:30		Old Windsor Day Centre SL4 2RW	Rural Development Panel	✓	9	
14/03/12	18:30		RBFRS HQ Reading RG30 4FS	Fire Audit & Performance	✓	60	
15/03/12	10:00		Maidenhead	Pension Fund Investment Working Group	✓	20	N Greenwood
15/03/12	18:00		Maidenhead	Flood Group	✓	20	D Perkins

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN

SUB TOTAL 171 ✓