

# MEMBERS' MILEAGE CLAIM FORM

## ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Lenton

L Lenton/Lent.....  
 CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st  
 OF EACH MONTH

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

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

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO			PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
2/4/12	09:30	Maidenhead	Rural Planning Briefing	✓ 20	£ P
2/4/12	19:00	Maidenhead	Aviation Forum Technical Meeting - Terry Gould	✓ 20	
4/4/12	17:45	Bell Weir Site Visit	Site Visit Alistair De Joux - <b>BIG SOCIETY</b>	✓ 4	
11/4/12	18:30	Council Hse Bracknell RG12 IAQ	Fire Authority	✓ 38	
<del>16/04/12</del>	<del>19:00</del>	<del>Children's Services O &amp; S</del>	<del>Maidenhead</del> <i>MAIDENHEAD DO NOT SEND YOU IN ATTENDANCE MK</i>	<del>20</del>	
17/04/12	19:00	Council	Maidenhead	✓ 20	
25/04/12	18:00	Council Hse Bracknell RG12 IAQ	Fire Authority	✓ 38	
26/04/12	18:30	Strategic HQ Reading RG30 4FS	<del>Strategic HQ Reading RG30 4FS</del> <b>FIRE AUTHORITY</b>	60	
SUB TOTAL				<del>220</del> <b>200</b>	
TOTALS CLAIMED				<b>200</b>	

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

*D.O. = David Drake  
 J.S. = Jane Simpson*

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 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

Signature of Member.....  
 Date: *19/12/12*

For Office Use Only	
Democratic Services: <i>J.S.</i>	Authorised for Payment: _____
Payroll: _____	Input by: _____
Date: <b>25/07/12</b>	Batch No: _____
Checked by: _____	

# 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: Lenton

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: May 2012

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASONS(S) FOR CLAIM (Please indicate officer arranging meeting if not Democratic Services)	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO			PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
02/05/12	09:00	Ascot District Day Centre, Bagshot Road, Sunninghill	Windsor Rural ✓	20	£
09/05/12	18:30	Maidenhead	Investment Working Group N Greenwood ✓	20	p
15/05/12	18:30	Strategic HQ Reading RG30 4FS	Fire Authority IRMP ✓	60	
16/05/12	19:00	Aviation Forum	Guildhall ✓	10	
22/05/12	19:00	Mayor Making	Guildhall ✓	10	
23/05/12	14:00	HACC	BAA Heathrow - T Gould ✓	16	
28/05/12	18:30	Pension Panel	Maidenhead ✓	20	
30/05/12	10:00	Planning Briefing	Maidenhead Suki Coe ✓	20	
30/05/12	18:15	Windsor Rural	<del>Windsor Rural</del> Windsor Rural DC ✓	18	
SUB TOTAL				194	
TOTALS CLAIMED				194	

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.

[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.]

VAT RECEIPT ATTACHED

YES In Post

\*Please delete as appropriate

Signature of Member: ..... Date: 14/7/12

For Office Use Only	
Democractic Services:	Authorised for Payment: _____ Date: 25/07/12
Payroll:	Input by: _____ Date: _____ 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: Lenton  
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)...

FOR ALLOWANCES FOR THE MONTH OF: Jun-2012

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM (Please indicate officer arranging meeting if not Democratic Services)	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM			PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
11/06/12	21:00	Site visits to St Mary's School and Charters School	Planning ✓	21	
<del>12/06/12</del>	<del>15:00</del>	<del>Maidenhead</del>	<del>Planning &amp; Housing O &amp; S ✓</del>	<del>20</del>	
13/06/12	19:00	Maidenhead	Childrens Services O & S ✓	20	
14/06/12	11:00	LGA Hse London	Strategic Aviation (SASIG) AGM (Taxi because Tube no working) ✓	4	18
15/06/12	10:00	Runnymede Hotel Egham	National Magna Carta Committee ✓	8	
19/06/12	18:30	Strategic HQ Reading RG30 4FS	Fire Authority IRMP ✓	60	
20/06/12	10:00	Maidenhead	Pension Fund Investment Working Group Interviews ✓	20	
25/06/12	15:30	Maidenhead	Rural Planning Briefing ✓	20	
26/06/12	19:00	Maidenhead	Council ✓	20	
<del>27/06/12</del>	<del>19:00</del>	<del>Weymouth</del>	<del>Rural Planning Weymouth</del>	<del>0</del>	
28/06/12	18:00	Bracknell RG12 1AQ	Fire Authority AGM ✓	28	
SUB TOTAL				221	18
TOTALS CLAIMED				201	60

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

L.H. = Liz Hambly  
NG = Nick Greenwood

[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.]

VAT RECEIPT ATTACHED

YES

\*Please delete as appropriate

Signature of Member: .....

Date: 19/7/12

For Office Use Only	
Democratic Services: Authorised for Payment: _____	Date: 25/07/12
Payroll: Input by: _____	Batch No: _____
	Checked by: _____
	Date: _____