



**MEMBERS' MILEAGE CLAIM FORM**

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

CLAIM BY COUNCILLOR: Mrs. S. Luxton

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: nov dec jan feb mar

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	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
19-11-2012	5:00pm 7:00pm	Town Hall	Corp. Parenting	Demo. Services ✓	32	£ P
20-11-2012	10:00am 1:00pm	Guildhall Windsor	School and taxi Appeal panel	Demo. Services ✓	24	
28-11-2012	10:00am 1:30pm	Eton	Lic. Panel Ayoush rest.	Demo. Services ✓	28	
03-12-2012	11:00am 12:30	Town Hall	Access advisory Forum	Demo. Services ✓	32	
03-12-2012	5:00pm 7:00pm	Town Hall	Lic. Sub- Panel	Demo. Services ✓	32	
04-12-2012	7:30pm	Town Hall	Adult O&S	Demo. Services ✓	32	
05-12-2012	11:00am 12:45	Ascot	Heatherwood Hospital stake holders meeting		8	
13-12-2012	12:30pm 1:00pm	Easthamstead Park	Berkshire health care Wokingham		28	
08-01-2013	6:00pm	Town Hall	JEBHOSC adult services		32	
21-01-2013	5:00pm 6:30pm	Town Hall	Corp. parenting	Demo. Services ✓	32	
22-01-2013	7:00pm 9:00pm	Town Hall	Adult O&S	Demo. Services ✓	32	
<b>PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.</b>					<b>SUB TOTAL</b>	
					312	
					<del>TOTALS CLAIMED</del>	

[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 (NO\*)  
\*Please delete as appropriate

Signature of Member.....

.....

Date.....

12/3/13

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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: SAYONARA LAKTONS  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 11

FOR ALLOWANCES FOR THE MONTH OF: Aug/Sept/Oct/Nov

PERIOD COVERED BY CLAIM		REASONS(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM TO			PLACE WHERE DUTY WAS PERFORMED	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
21.8.12	6 pm - 8.30	Town Hall	LTC Panel	✓ 32		
22.8.12	2 pm - 4.00	Windsor	Officers + Chair meeting	✓ 24		
28.8.12	3 pm - 5.00	Ascot	Heatherwood JEBHose +	✓ 8		
7.9.12	10.00 am	Town Hall	School For Transport	✓ 32		
11.9.12	5 pm	Town Hall	Corp Parenting	✓ 32		
18.9.12	6.30	Town Hall	O Es	✓ 32		
21.9.12	10.00 am	Windsor	LTC Subs Panel	✓ 28		
26.9.12	2.15 pm	Ascot	Heatherwood JEB	✓ 8		
6.11.12	10.00 am	<del>Town Hall</del>	School for Transport	✓ 32		
12.11.12	7 pm	Windsor Guildhall	Auction. F.	✓ 24		
SUB TOTAL				✓ 244		
TOTALS CLAIMED				✓ 244		

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 identifying the amount paid for fuel.]

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

Date: 12.11.12

Signature of Member: \_\_\_\_\_

For Office Use Only

Democratic Services:	Authorised for Payment: _____	Date: <u>13/11/12</u>
Payroll:	Input by: _____	Batch No: _____
		Checked by: _____
		Date: _____

**MEMBERS' MILEAGE CLAIM FORM**

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

CLAIM BY COUNCILLOR: .....Mrs. S Luxton.....

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

COUNCILLOR (EMPLOYEE) NUMBER (as found on payroll)

FOR ALLOWANCES FOR THE MONTH OF: April/May/June

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR		PUBLIC TRANSPORT (Receipts must be attached)
						Mileage		
17.04.2012	7.30		Guildhall Windsor	Council	Demo Services ✓	24	£	p
24.04.2012	6.00	9.00	Town Hall	Special O&S Informal meeting	✓	32		
01.05.2012	10.00	1.00	Town Hall	Lic. Panel	Demo Services ✓	32		
<del>08.05.2012</del>	<del>7.30</del>	<del>9.00</del>	<del>Town Hall</del>	<del>Adult O&amp;S Services</del>	<del>Demo Services</del>	<del>32</del>		
28.05.2012	5.00		Town Hall	Corp. Parenting	✓	32		
11.06.2011	11.00	1.00	Town Hall	Advisory Forum	Demo Services ✓	32		
13.06.2011	10.00	1.00	Windsor Leisure Centre	Lic Sub Panel	Demo Services ✓	28		
19.06.2012	7.00	9.00	Town Hall	O&S ADULT SERVICES	DEMO SERVICES ✓	32		
25.06.2012	10.00	1.00	TOWN HALL	Lic. Sub Panel	Demo Services ✓	32		
05.06.2012	5.00	8.30	Town Hall	Special Meeting with Adult services	Officers ✓	32		
26.06.2012	7.30		Town Hall	Council	✓	32		
28.06.2012	6.00		Wraysbury	Windsor Rural Development panel	✓	28		
29.06.2012								
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN						SUB TOTAL	✓ 336	
BELOW AFTER READING THE DECLARATION OVERLEAF.				Less any amount claimed/received from any other Authority/Body.				
						TOTALS CLAIMED	✓ 336	

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[N.B. Please ensure that you have attached (s) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed,  
NO\*

VAT RECEIPT ATTACHED **(YES!)**

and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

\*Please delete as appropriate

Signature of Member: ..  
Date: 15th Aug 12

For Office Use Only					
Democratic Services:	Authorised for Payment:	Date:	22/08/12		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

A.S. = Andy Scott

# ROYAL BOROUGH OF WINDSOR OF MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH AND MADE UP TO THE END OF THE PREVIOUS MONTH

CLAIM BY COUNCILLOR: Sayeed Ryster  
 COUNCILLOR NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: FEB/MARCH / APRIL

DATE	PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM		MILES/ HOURS CLAIMED
		DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)		
<del>13. Feb '12</del>	<del>Town Hall</del>	<del>Corp. Presentation</del>	<del>✓</del>	<del>32</del>
16.2.12	Broadmead	Presentation by Pipili for Officer Meeting	✓	36
28.2.12	Windsor	Comm. Meeting	✓	26
19.3.12	Town Hall	Access Forum	✓	32
19.3.12	Town Hall	Lic. Sub Panel	✓	32
26.3.12	Windsor	Lic. Sub Panel	✓	24
3.04.12	Town Hall	Joint OES.	✓	32
TOTAL HOURS CLAIMED				144

I DECLARE THAT the claims are strictly in accordance with the rates determined by the Council and by the Local Government Allowances and (Allowances to Members) Regulations.

Signature of Member: \_\_\_\_\_

Date: 8 April 12

For Office Use Only	
Democratic Services	Authorised for Payment:
Payroll	Input by: _____ Date: _____
	Checked by: _____ Date: _____