MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip). [redacted]

FOR ALLOWANCES FOR THE MONTH OF: FEBRUARY 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CL	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANS (Receipts attach £
01/02/17	16-00	16.45	SOMERVILLE ROAD ETON	SITE VISIT KERB PROTECTION PROJECT	GERALD COLE	6	
01/02/17	18.15	21.30	GUILDHALL	W.U.D.M. Meeting	Democratic Services	5	
15/02/17	18.30	20.30	YORK HOUSE	WINDSOR INPROVEMENT MTG.	— —	5	
21/02/17	19.30	22.00	TOWN HALL	COUNCIL MEETG	— —	12	
27/02/17	17.30	19.30	— —	PLANNING MTG	JEMI FOR JACKSON	12	

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

SUB TOTAL 40

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

TOTALS CLAIMED 40

[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: [redacted] **Date:** 14/04/17

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]		Date: 25/4/17		
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 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)... [redacted]

FOR ALLOWANCES FOR THE MONTH OF: JANUARY 2017.

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CL	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANSI (Receipts attach £
04/01/17	18.15	20.30	GUILDHALL	WUDM MEETING	DEMOCRATIC SERV	5	
26/01/17	09.15	11.00	WINDSOR	PLANNING PANEL VISIT.	DANIEL GIGG	5	
30/01/17	10.00	11.00	TOWN HALL	CHAIRS PLANNING BRIEFING	" "	12	
30/01/17	19.00	21.00	TOWN HALL	PLANNING + HOUSING OVERVIEW	DEMOCRATIC SERV	12	

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

SUB TOTAL	34		
Less any amount claimed/received from any other Authority/Body.	—		
TOTALS CLAIMED	34.		

[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:... [redacted] .....

Date... 14/04/17

For Office Use Only					
Democratic Services:	**Authorised for Payment:** [redacted]		**Date:** 25/4/17		
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 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)... [redacted]

FOR ALLOWANCES FOR THE MONTH OF: MARCH 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CL	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANSI (Receipts attach £
04/03/17	09.30	12.00	ETON College	Councillor visit to Eton College	—	—	
06/03/17	18.00	20.00	TOWN HALL	SAFEGUARDING TRAINING SESS-	DEMOCRATIC SERVICES	12	
21/03/17	12.00	14.00	GUILDHALL	W.E.A TOWN PARTNERSHIP	— —	5	
27/03/17	10.00	11.30	TOWN HALL	CHAIRS PLANNING BRIEF-	DANIEL GIGG	12	
27/03/17	18.30	20.30	TOWN HALL	HEATHERWOOD PLANNING BRIEF-	JENNIFER SHEEN	12	
29/03/17	18.15	20.15	GUILDHALL	W.U.D.M. MTG	DEMOCRATIC SERVICES	5	
30/03/17	19.30	21.00	— —	COUNCIL MTG	— —	5	

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

SUB TOTAL 51

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

TOTALS CLAIMED 51

[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:..... [redacted] .....

Date...14/04/17.

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]		Date: 25/4/17		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

MEMBERS' MILEAGE CLAIM FORM

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

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

FOR ALLOWANCES FOR THE MONTH OF: APRIL 2017

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th OF EACH MONTH

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLA	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANSI (Receipts attach £
04/04	19.00	21.00	TOWN HALL	LICENSING MEETG	DEM Servus	12	
24/04	10.00	13.00	GUILDHALL	PLANNING PANEL MTG	— —	5	
25/04	10.00	11.00	TOWN HALL	PLANNING PANEL CHAIRS MT	Jennifer Jacks	12	
26/04	18.15	21.00	GUILDHALL	Windsor Urban D.M.		5	
					SUB TOTAL	34	
					TOTALS CLAIMED	34	

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.

[redacted]

YES ~~NO~~*

*Please delete as appropriate

Date 19/07/17

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

Signature of Member:.....[redacted]

Office Use Only	[redacted]	Date: 20/7/17	Checked by:	Date:
		Batch No:		

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th OF EACH MONTH

CLAIM BY COUNCILLOR: Malcolm Alexander

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

FOR ALLOWANCES FOR THE MONTH OF: May 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CL	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANSI (Receipts a attach
02/05	18.00	19.00	York House	Meeting with Craig Miller	Craig Miller	5	£
~~16/05~~	~~19.00~~	~~20.30~~	~~Town Hall~~	re. CCTV Consultation			
16/05	19.00	20.30	Town Hall	Planning + Housing Overview	Dem Services	12	
22/05	09.30	10.30	Town Hall	Chairs Planning Briefing	Jennifer Jackson	12	
23/05	19.30	21.30	Town Hall	Annual Council	Dem Services	12	
24/05	18.15	21.00	Guildhall	Windsor Urban D.M.	" "	5	

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.

SUB TOTAL 46

TOTALS CLAIMED 46

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

YES / ~~NO~~

*Please delete as appropriate

Signature of Member:.....[redacted]

Date 19/07/17

For Office Use Only				
Democratic Services:	Authorised for Payment: [redacted]	Date: 20/7/17		
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 25th OF EACH MONTH

CLAIM BY COUNCILLOR: Malcolm Alexander

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

FOR ALLOWANCES FOR THE MONTH OF: June 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CL	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBL TRANS (Receipts attach £
06/06	12.00	13.30	GUILDHALL	WINDSOR/ETON TOWN PARTNERSHIP	PAUL ROACH	5	
19/06	12.00	14.00	GUILDHALL	LICENSING SUB PANEL	Dem Service	5	
19/06	16.00	17.00	TOWN HALL	CHAIRMANS Briefing	Dem Service	12	
21/06	18.15	20.30	GUILDHALL	DEV MANS MTG.	Dem Service	5	
27/06	19.30	22.30	TOWN HALL	COUNCIL MTG	— —	12	

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

SUB TOTAL	39		
Less any amount claimed/received from any other Authority/Body.			
TOTALS CLAIMED	39.		

[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 RECEIPTS ATTACHED YES / ~~NO~~*

*Please delete as appropriate

Signature of Member:..... [redacted] .....

Date..19/07/17

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]		Date: 20/7/17		
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~~ 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)... [redacted]

FOR ALLOWANCES FOR THE MONTH OF: AUGUST 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
14/08/17	9.30	10.30	TOWN HALL	PLANNING BRIEFING		12		
21/08/17	17.00	18.30	HEATHER WOOD HOSPITAL ASCOT	PLANNING VISIT	JOHN JACKSON MP	17		
22/08/17	18.00	21.00	ROYAL BERKSHIRE HOTEL	BOROUGH PLANNING PANEL	DEMOCRATIC SERVICES	14		
					SUB TOTAL	43		
					TOTALS CLAIMED	43		

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.]

[redacted]IPT ATTACHED YES ~~NO~~*

*Please delete as appropriate

Signature of Member: [redacted] Date 08/01/18

For Office Use Only					
Democratic Services:	Authorised for Payment [redacted]		Date: 16/1/18		
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~~ 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) [redacted]

FOR ALLOWANCES FOR THE MONTH OF: Sept 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
11/09/17	09.30	10.30	TOWN HALL	CHAIRS PLANNING BRIEFING	Joni Jackson	12		
14/09/17	17.00	20.00	GUILDHALL	PLANNING TRAINING COURSE	Democratic Services	5		
18/09/17	19.00	21.00	TOWN HALL	PLANNING + HOUSING OVERVIEW	— —	12		
19/09/17	12.00	14.00	LEGOLAND	W.E.A. PARTNERSHIP MTG	— —	5		
26/09/17	19.00	21.00	TOWN HALL	COUNCIL	— —	12		
28/09/17	15.00	17.00	— —	LICENSING PANEL MTG	— —	12		
					SUB TOTAL	58		
					TOTALS CLAIMED	58		

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 / ~~NO~~*

*Please delete as appropriate

Signature of Member [redacted]

Date 08/01/18

For Office Use Only						
Democratic Services:	Authorised for Payment: [redacted]		Date: 16/1/18			
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~~ 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): [redacted]

FOR ALLOWANCES FOR THE MONTH OF: OCTOBER 17

PERIOD COVERED BY CLAIM						TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	PUBLIC TRANSPORT (Receipts must be attached) p
25/10/17	18.30	21.00	GUILDHALL	WINDSOR TOWN FORUM		5		
30/10/17	19.30	21.00	TOWN HALL	COUNCIL		12		
31/10/17	17.30	18.30	WINDSOR	MEETING WITH RADIAN HOUSING — KAREN SHEPHERD		5		
				approved duty SRA as deputy Lead Member for Windsor				
					SUB TOTAL	22		
					TOTALS CLAIMED	22		

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 / ~~NO~~*

*Please delete as appropriate

Signature of Member: [redacted] Date: 08/01/18

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]		Date: 16/1/18		
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~~ 25th OF EACH MONTH

CLAIM BY COUNCILLOR: MALCOLM ALEXANDER

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip). [redacted]

FOR ALLOWANCES FOR THE MONTH OF: DECEMBER 2017

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFOMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £	p
04/12/17	9.30	10.30	TOWN HALL	PLANNING PANEL BRIEFING	JENI JACKSON	12		
05/12/17	10.00	11.00	TOWN HALL	RESIDENTS MEETING WITH OFFICERS	CHRIS WHEELER	12		
12/12/17	19.00	22.00	TOWN HALL	COUNCIL MEETING	DEMOCRATIC SERVICES	12		
15/12/17	09.30	10.30	TOWN HALL	B. PLANNING MTG CHAIRS BRIEFING	JENI JACKSON	12		
18/12/17	18.00	21.00	TOWN HALL	BOROUGH PLANNING PANEL	DEMOCRATIC SERVICES	12		

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

SUB TOTAL 60

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

TOTALS CLAIMED 60

[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 [redacted]

Date 08/01/18

For Office Use Only						
Democratic Services:	Authorised for Payment: [redacted]		Date: 16/1/18			
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:	