

# 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: Chw. Christine Baker  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on pay slip) .....

FOR ALLOWANCES FOR THE MONTH OF: January 2017

PERIOD DATE	COVERED BY CLAIM TIME FROM 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	£	P
10/1/17		Town Hall (H)	Annual Groups Panel		26.		
11/1/17		Windsorbury	Windsorbury Planning Site Visit (54 Abbey Rd)		26	16	
12/1/17		Town Hall (H)	Cabinet Briefing		26		
11/1/17		Windsor G Hall	Windsor Rural P.M. Panel		16.		
16/1/17		Town Hall (H)	Parish Conference Agenda	Harjot Chhoyra	26.		
26/1/17		<del>Town Hall (H)</del>	<del>Cabinet</del>		<del>26</del>		
26/1/17		Town Hall (H)	Cabinet		26.		
23/1/17		" "	BP Working Group		26		
23/1/17		" "	Joint Venture Presentation		26.		
24/1/17		" "	Consultation on Airlocks		26.		
17/1/17		" "	BP Working Group	Alison	26		
<b>SUB TOTAL</b>					240		
<b>TOTALS CLAIMED</b>							

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

Date: 22/06/17

Signature of Member.....

For Office Use Only	
Democratic Services:	Date: <u>23/6/17</u>
Payroll:	Batch No: <u>          </u>
	Checked by: <u>          </u>
	Date: <u>          </u>

# 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: Ms Christine Bakesan  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....  
 FOR ALLOWANCES FOR THE MONTH OF: February 2017

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	PUBLIC TRANSPORT (Receipts must be attached)
06/2/17		Yorkdale, Windsor		16	£
08/2/17		Guildhall, "		16	
08/2/17		Town Hall (H)	Hayek Hryjan	26	
09/2/17		Cox Green School		23	
10/2/17		Town Hall (H)		25	
15/2/17		" "		26	
21/2/17		" "		26	
22/2/17		" "		26	
23/2/17		Guildhall, Windsor		<del>26</del> 16	
27/2/17		Town Hall (H)		26	
7/2/17		" "		26	
3/2/17		Town Hall		26	
<b>SUB TOTAL</b>				258	
<b>TOTALS CLAIMED</b>					

SUB TOTAL

TOTALS CLAIMED

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: 23/6/17

For Office Use Only	
Democratic Services:	Date: <u>23/6/17</u>
Payroll:	Batch No: _____
Input by: _____	Checked by: _____
Date: _____	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: Mr. Christine Bakesan  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payroll): .....

FOR ALLOWANCES FOR THE MONTH OF: March 2017

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)	£
<u>08/03/17</u>			<u>Guildhall</u>	<u>Windsor Rural P.M. Cabinet Panel</u>			<u>16</u>		
<u>09/03/17</u>			<u>Town Hall (H)</u>	<u>Rural Forum</u>			<u>26</u>		
<u>10/03/17</u>			<u>"</u>	<u>Grants Panel</u>			<u>26</u>		
<u>23/03/17</u>			<u>"</u>	<u>Capital Auth Gov Apt Sub Comm &amp; Cabinet</u>			<u>26</u>		
<u>30/03/17</u>			<u>Guildhall / w.</u>	<u>Council &amp;</u>			<u>16</u>		
<del>05/03/17</del>									
<u>13/03/17</u>			<u>May Reass</u>	<u>WP Working Groups</u>			<u>26</u>		
<u>02/03/17</u>			<u>Town Hall</u>	<u>"</u>			<u>26</u>		
<b>SUB TOTAL</b>							<u>162</u>		
<b>TOTALS CLAIMED</b>									

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.

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

Date: 22/6/17

Signature of Member: [Redacted]

Authorized for Payment: [Redacted] Date: 23/6/17

Input by: [Redacted] Date: [Redacted]

Checked by: [Redacted] Date: [Redacted]







## 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: Mr Chris Vire Babesra  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....  
 FOR ALLOWANCES FOR THE MONTH OF: June 2017

PERIOD COVERED BY CLAIM			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			
DATE	TIME FROM	TIME TO					PRIVATE CAR	Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
5/6/17			Town Hall	BLP Working Group			26		P	
9/6/17			Town Hall	BLP Meeting & Presentation on c. Camas			26			
13/6/17			<del>Parish</del> Guildhall	Parish Conference			16			
19/6/17			Desborough TH	Extraordinary Council meeting			26			
19/6/17			Town Hall	BLP Working Group			26			
<b>SUB TOTAL</b>								120		
<b>TOTALS CLAIMED</b>										

**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 **Y/N** / NO\*  
 \*Please delete as appropriate

Signature of Member: [REDACTED] Date: 22/6/17

For Office Use Only	
Democratic Services:	Authorised for Payment
Payroll:	Input by:
	Date: <u>23/6/17</u>
	Batch No:
	Checked by:
	Date: