

MEMBERS' MILEAGE CLAIM FORM

RECEIVED

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

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

05 SEP 2009

CLAIM BY COUNCILLOR: DAVID HILTON

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: APRIL - JULY 2009

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 Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
							£	p
8/4/09	5.00am	6.00pm	MAIDENHEAD					
8/4/09	5pm	6.00pm	MAIDENHEAD	PRIORITISATION SUB COMMITTEE		✓ 20		
21/4/09	10.00am	12.00pm	GUILDHALL WINDSOR	PENSION PANEL LONGEVITY	N. GREENWOOD	✓ 10		
21/4/09	7.30	9.30	COUNCIL CHAMBERS	COUNCIL		✓ 20		
27/4/09	4.30	7.30	TOWN HALL	PENSION PANEL		✓ 20		
7/5/09	10.30	12.30	GUILDHALL WINDSOR	PENSION PANEL TRAINING	N GREENWOOD	✓ 10		
14/5/09	12.30	2.30	WEEINCHAMTH	BESB		✓ 14		
18/5/09	10.00	12.30	GUILDFORD					
18/5/09	6.00	9.00	TOWN HALL	LDF WORKING GROUP		✓ 20		
19/5/09	7.30	9.30	"	COUNCIL		✓ 20		
20/5/09	4.30	7.00	TOWN HALL	PENSION PANEL		✓ 20		
18/6/09	10.00	12.30	GUILDFORD	THAMES BASIN HEATHS STEERING GROUP		✓ 32		
16/7/09	5.15	7.00	TOWN HALL	PLANNING TRAINING		✓ 20		
SUB TOTAL						✓ 206		
TOTALS CLAIMED						✓ 206		

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:

Date: 2/9/09

For Office Use Only					
Democratic Services:	Authorised for Payment:	Date:	07/09/09		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

RECEIVED MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

05 SEP 2009

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

CLAIM BY COUNCILLOR: DAVID HILTON

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: JULY/AUG. 2009

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 Mileage	PUBLIC TRANSPORT (Receipts must be attached) £ p
28/7							
28/7/09	7.30	10.00	QUADRAH, WINDSOR	COUNCIL	✓	20	£ p
20/7/09	4.30	7.00	"	PENSION PANEL	✓	20	
30/7/09	5.30	8.00	TOWNHALL	CRIME BOARDERS OBS	✓	20	
11/8/09	7.30	10.00	"	CORP OBS	✓	20	
SUB TOTAL						✓ 70	
TOTALS CLAIMED						70	

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:

Date: 21/09/09

For Office Use Only			
Democratic Services:	Authorised for Payment: ✓	Date:	<u>07/09/09</u>
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: DAVID HILTON
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 105

FOR ALLOWANCES FOR THE MONTH OF: AUG - NOV 2009

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		ALLOWANCE CLAIMED	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
					£	p
27/8/09	10.00	12.00	TOWN HALL	TAXI APPEAL ✓	20	
10/9/09	5.30	8.00	"	CRIME & DISORDER OBS ✓	20	
28/9/09	7.00	9.00	"	AUDIT & PERFORMANCE PANEL ✓	20	
30/9/09	4.00	7.00	"	PENSION PANEL - WEST, WOKING, RP ✓	20	
1/10/09	10.00	12.00	"	TAXI APPEAL ✓	20	
14/10/09	4.00	6.00	"	PENSION PANEL - WEST, WOKING, RP ✓	20	
15/10/09	10.00	12.00	GUILDFORD	THAMES BASIN HEATHS SPA JSPB ✓	32	
19/10/09	10.00	11.00	TOWN HALL	TRAINING, HOME TO SCHOOL TRAVEL TRACER ✓	20	
21/10/09	7.00	9.20	"	AUDIT & PERFORMANCE ✓	20	
26/10/09	4.00	6.00	"	PENSION PANEL ✓	20	
27/10/09	5.30	8.00	"	CRIME & DISORDER OBS ✓	20	
4/11/09	10.30	12.30	LONDON	MEETING WITH SWISS RE ON LONGEVITY PENSION PANEL ✓	18	80
SUB TOTAL					232	80
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.					23	80
Less any amount claimed/received from any other Authority/Body.						
TOTALS CLAIMED					232	80

[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: 19/11/09

For Office Use Only	
Authorised for Payment: <u>C</u>	Date: <u>24/11/09</u>
Input by: _____	Batch No: _____
Date: _____	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: DAVID HILTON

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

FOR ALLOWANCES FOR THE MONTH OF: Nov 2009

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		APPROVED ALLOWANCES CLAIMED	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
10/11/09	8.30	10.00	TOWN HALL	EMPLOYMENT PANEL ✓		20 [£] p
12/11/09	12.00	2.10	WORKINGHAM TH	BESB MEETING ✓		18
12/11/09	7.30	8.30	TOWN HALL	CALL IN CORP OGS ✓		20
16/11/09	5.30	8.00	"	RURAL FORUM ✓		20
SUB TOTAL ✓						78
TOTALS CLAIMED ✓						78

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:.....

Date... 19/11/09.....

For Office Use Only			
Authorised for Payment: <u>C</u>	Date: <u>24/11/09</u>		
Input by: <u> </u>	Date: <u> </u>	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 1st OF EACH MONTH

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

FOR ALLOWANCES FOR THE MONTH OF: DEC / JAN

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 indicate officer arranging meeting if not Democratic Services)	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
23/11/09	7.30	9.30	CC TOWN HALL	CORP OGS	20	£ p
25/11/09	8.30 AM	9.30	TOWN HALL	EMPLOYMENT PANEL	20	
26/11/09	10.00	3.00 PM	GUILDHALL WINDSOR	INTERVIEWING STRATEGY ADVISORS PENSION	10	
8/12/09	3.00	5.00	TOWN HALL	PENSION PANEL (NICK GREENWOOD)	20	
8/12/09	7.30	9.30	GUILDHALL WINDSOR	COUNCIL	10	
10/12/09	6.30	9.30	TOWN HALL	CORP OGS	20	
16/12/09	7.00	9.15	TOWN HALL	AUDIT & PERFORMANCE PANEL	20	
4/1/10	10.00	-	TOWN HALL	APPEAL PANEL	20	
18/1/10	4.30	6.30	TOWN HALL	PENSION PANEL	20	
27/1/10	2.00	4.30	GUILDHALL WINDSOR	OGS DISCUSS OGS		
28/1/10	9.30	10.30	PENSION IWG	MEETING WITH FUND MANAGER PENSIONS	20	
1/2/10	7.30	9.30	TOWN HALL	CORP OGS	20	
SUB TOTAL					200	
TOTALS CLAIMED					200	

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:.....

Date: 31/3/10

For Office Use Only			
Democratic Services	Authorised for Payment:	Date:	<u>09/04/10</u>
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: DAVID HILTON

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: FEB / MARCH

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	TIME TO			PRIVATE CAR (Mileage)	PUBLIC TRANSPORT (Receipt number attached)
2/2/10	10.00	12.00	TOWN HALL	APPEAL		
9/2/10	12.00	2.30	WORKINGHAM	BESB	20	£ p
11/2/10 14/01/10	10.00	3.00	TOWN HALL	GRANT FORUM	18	
17/2/10	6.00	10.00	GUILDHALL	WINDSOR DC	20	
18/2/10	10.00	12.30	WORKINGHAM	TBHSIA PARTNERSHIP BOARD	10	
18/2/10	7.00	9.00	TOWN HALL	AUDIT & PERFORMANCE PANEL	16	
23/2/10	7.30	10.00	"	COUNCIL	20	
2/3/10	3.00	4.30	MINSTER COURT	PENSION IWG (NICK GREENWOOD)	20	
11/3/10	12.30	2.30	NEWBURY	BESB	20	
16/3/10	7.30	9.30	TOWN HALL	CORP D&S	60	
17/3/10	6.00	10.30	GUILDHALL	WINDSOR DC	20	
22/3/10	5.30	8.00	TOWN HALL	CRIME & DISORDER O&S	10	
					20	
SUB TOTAL					254	
Less any amount claimed/received from any other Authority/Body.						
TOTALS CLAIMED					254	

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

[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: 31/3/10

Signature of Member:

For Officers only	Authorised for Payment: c	Date: 09/04/10
Democratic Services	Input by:	Batch No:
	Date:	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:DAVID HILTON.....

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: MARCH

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 <small>(Please indicate officer arranging meeting if not Democratic Services)</small>		PRIVATE CAR Miles	PUBLIC TRANSPORT <small>(Receipts must be attached)</small>			
30/3/10	10.40	12.00	TOWN HALL	APPEAL			20 ^p			
SUB TOTAL								20		
TOTALS CLAIMED									20	

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a full receipt pre-dating the first day of the month covered by the claim.]

[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. 31/3/2010

Signature of Member:.....

For Office Use Only		Date: 31 / 3 / 2010	
Electronic Services	Authorised for Payment:	Date:	09 / 04 / 10
Payroll	Input by:	Date:	
		Batch No:	Checked by:
			Date: