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## **ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

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

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CLAIM BY COUNCILLOR: .....Catherine Bursnall.....

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

FOR ALLOWANCES FOR THE MONTH OF: ... April 09.....

			DESCRIPTION OF APPROVED DUTY	TRAVEL ALL	OWANCE CLAIMED
	T T		The ase indicate officer arranging meeting if not Democratic Services	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
		Town hall	Citizenship Ceremony		£ p
3/04/09		Town hall	Weekly Meeting		22
3/04/09		Town hall	Duke of Edinburgh Awards (pick up)		<u>44</u>
21/04/09		Town hall	Council		22
22/04/09		Thames Hospice	Royal Visit		st alst
23/04/09		Beaumont Estate	Open Hotel		8
25/05/09		Royal Agricultural College	Lambing event		26
28/04/09		Norden Farm	Drama Festival		23
30/04/09		Less Church Stubbings	Installation of Vicar	ntan ing panghan ngan Alamatan ngan	23 25
08/05/09	• • • • • • • • • • • • • • • • • • •	Weekly Meeting	Town hall	n an an an Allandar	22
10/05/09		Smiths Lawn	Lions Horse Tour	-	19 2
12/05/09	· · · ·	Town hall	Mayor-elect meeting		22 2
CONFERENCE	PLETE ONE LINE FO ETC YOU HAVE AT R READING THE DEC	R EACH MEETING, TENDED AND SIGN CLARATION OVERLEAF.	SUB TOTAL Less any amount claimed/received from any other Authority/Body.		238 D.S.
[N.B. Please ensure and showing the peti	that you have attached (a) va ol company's VAT registrat	lid VAT receipt(s) - i.e. a till receipt prion number and identify the amount pa	TOTALS CLAIMED e dating the first journey claimed, VAT RECEIPT ATTACH id for fuel. ]	IED NO	238 (G

Signature of Member.....

Date......17/5/09.....

			ાં હોય મુજર છે. તે છે		
Authorised for Payment:		· · ·	Date: 21/05/0	<u>) 9</u>	
Input by:	Date:	1	Batch No:	Checked by:	Date:

#### -MEMBERS' MILEAGE CLAIM FOILM

#### **ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

Input by:

CLAIM BY COUNCILLOR: Catherine Bursnall.....

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CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE <u>1st</u> OF EACH MONTH

P ayroll:

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

FOR ALLOWANCES FOR THE MONTH OF: June '09.....

PERIOD	COVERED BY	D BY CLAIM REASON(S) FOR CLAIM TRAVEL ALLOWAN				WANCE (	CLAIMED	7	
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	TRA (Recei	JBLIC NSPORT pts must be tached)	
18/05/09			Townhall	Rehearsal mayors ceremony		22	£	p	7/
19/05/09			Townhall	Full council		22			1~
21/05/09			Townhall	Weekly mayors meeting		22			-1-
31/05/09			St Marys Church	Mayors Civic Service		22			
18/06/09			Claire Court School	Summer Show		22			
22/06/09			Townhall	Raising the Flag		22	-		-
23/06/09		· · ·	Townhall	Full council		22			
25/06/09			Townhall	Weekly Meeting		22	-		7~
7/06/09	· · · · · · · · · · · · · · · · · · ·		Elizabeth House	Official Opening		21	+		7/
0/07/09		<u></u>	Townhall	Weekly Meeting		22			7~
2/07/09			Norden Farm	Gala Concert		20			7-
4/07/09			Norden Farm	Film Festival		20			
MEETIN ATTEND	IG, CONFER DED AND SIC	ENCE ET GN	NE FOR EACH C YOU HAVE HE DECLARATION	Less any amount claimed/received from any other Au	SUB TOTAL レ	259			_
OVERLE					TOTALS CLAIMED	259			
[N.B. Plea: and showin	se ensure that yo ng the petrol com	ou have attac ipany's VAT	hed (a) valid VAT receipt(s) - i. `registration number and ident	e. a till receipt pre dating the first journey claimed, ify the amount paid for fuel. ]	VAT RECEIPT ATTACHED	YES / NO* *Please delete a	s appropr	iate	
				Signature of Member:		Date. 30 0	3159	•••••	
Fo	r Office Use On	ıly							
De	emocratic Serv	vices:	Authorised for Payment.	Date:	20/07/09	<u>,                                     </u>			

Batch No:

Date:

Checked by:

Date:

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#### MEMBERS' MILEAGE CLAIM FORM

### **ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE <u>1st</u> OF EACH MONTH

FOR ALLOWANCES FOR THE MONTH OF: September '09.....

PERIOD C	OVERED BY	VERED BY CLAIM REASON(S) FOR CLAIM				TRAVEL ALLOWANCE CLAIMEI				
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 TRANSP (Receipts m attache	PORT nust be		
15/07/09			Maidenhead Town Bowls Club	Maidenhead town vs Mayors team bowls match		23	£	р		
20/07/09			Wessex primary school	School leavers evening		19				
23/07/09			Townhall	Mayoral weekly meeting		22				
28/07/09			Maidenhead library Shifford Crescent	New container library		<u> </u>				
30/07/09			Townhall	Weekly meeting		22				
3/09/09			Townhall	Weekly meeting		22				
5/09/09			Ockwell Park, Maidenhead	RSPCA Dog Show	$\checkmark$	19				
5/09/09		,	Furze Platt senior school	Centenary guides celebration	$\checkmark$	22				
5/09/09			Townhall	70 <sup>th</sup> Anniversary ATC	/	22				
10/09/09			Townhall	Weekly meeting	V	22				
17/09/09			Townhall	Weekly meeting		22	+			
MEETINO ATTENDI BELOW A	G, CONFER ED AND SIC AFTER REA	ENCE ET GN	NE FOR EACH C YOU HAVE HE DECLARATION	Less any amount claimed/received from any other Au	SUB TOTAL	234				
OVERLE	AF.				TOTALS CLAIMED	1234				
[N.B. Please and showing	e ensure that yo ; the petrol com	ou have attac 1pany's VAT	hed (a) valid VAT receipt(s) - i. ' registration number and ident	e. a till receipt pre dating the first journey claimed, ify the amount paid for fuel. ]	VAT RECEIPT ATTACHED	YES / <b>557</b> *Please delete a	s appropriate	:		

.....Date...8/10/09.....



### MEMBERS' MILEAGE CLAIM FORM

### ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE <u>1st</u> OF EACH MONTH

FOR ALLOWANCES FOR THE MONTH OF: October '09.....

DEDIOD (	PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM	TRAVEL ALLO	WANCE C	LAIMED	
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	TRAN (Receip	BLIC SPORT is must be ched)
8/10/09			Townhall	Weekly meeting	V	22	£	р
15/10/09		<u> </u>	Townhall	Weekly meeting	V	-22		
18/10/09			Norden Farm, Maidenhead	Concert	V	23		
22/10/09			Townhall	Weekly meeting	V	- 22		
29/10/09	-	-	Townhall	Weekly meeting		22		
31/10/09			Townhall	Cards for good causes		-22		
3/11/09			St Marys Church	Remembrance rehearsal	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	22		
5/11/09		1	Townhall	Weekly meeting	~	22		
8/11/09			Townhall	Remembrance service	V	22		L
12/11/09		<u> </u>	Townhall	Maidenhead operatic society	V	• 22		<u></u>
12/11/09			Townhall	Weekly meeting	V	22		
13/11/09			Windsor Racecourse	Art fair	V	5		
MEETIN ATTEND	G, CONFER ED AND SI( AFTER REA	ENCE EI GN	NE FOR EACH TC YOU HAVE HE DECLARATION	Haycral check Less any amount claimed/received from any other	Authority/Body.	248		

[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

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TOTALS CLAIMED,

YES/NO\* \*Please delete as appropriate

Signature of Member:

r 1-

......Date...14/11/09.....

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# MEMBERS' MILEAGE CLAIM FOL

# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Catherine Bursnall..... COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE <u>1st</u> OF EACH MONTH

FOR ALLOWANCES FOR THE MONTH OF: November '09.....

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				REASON(S) FOR CLAIM		TRAVEL ALLOW	VANCE CI	LAIMED
PERIOD C DATE	OVERED BY	CLAIM TIME	PLACE WHERE DUTY	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF	PRIVATE		BLIC
DATE	FROM	то	WAS PERFOMED		NOT DEMOCRATIC SERVICES			SPORT s must be
						Mileage	atta	ched)
15/11/00			Sunninghill High St	Sunninghill Victorian fayre		16	£	р
15/11/09		<u> </u>		Interfaith dinner		22		
17/11/09			Townhall			22	++	
19/11//09			Townhall	Weekly meeting		16	++	
23/11/09			Sunningdale village hall	AGM		Ì		
26/11/09		<u> </u>	United reformed church hall, maidenhead	Citizens advice bureau AGM		23		
	<u> </u>		nan, maidennead					
<u> </u>	<u> </u>							
ļ <u> </u>						1		
		~						
						<u> </u>		
<b></b>		-				<u></u>		
						· · · · ·		
DIFASE	COMPLET	F ONE L	INE FOR EACH		SUB TOTAL	99		
MEETIN	G, CONFE	RENCE E	TC YOU HAVE		· · · · · · · · · · · · · · · · · · ·			ļ
ATTEND	ED AND S	IGN 'a ding t	THE DECLARATION	Less any amount claimed/received from any other A	uthority/Body.			
OVERLE					TOTALS CLAIMED	199		
[N.B. Plea and showir	se ensure that ; ig the petrol co	you have att mpany's VA	ached (a) valid VAT receipt(s) - 17 registration number and ide	i.e. a till receipt pre dating the first journey claimed, ntify the amount paid for fuel. ]	VAT RECEIPT ATTACHED	YES / NO* *Please delete	as appropr	iate
				Signature of Member:	Date	27/11/09	•••••	

### 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: Catherine Bursnall..... COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: March '10.....

PERIOD COVERED BY CLAIM				PR + CONCES FOR T	HE MONTH OF: March '10					
DATE	TIME	TIME	PLACE WHERE DUTY	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY		TRAVEL ALLOWANCE CLAIMED				
	FROM	то	WAS PERFOMED	DESCRIPTION OF AFFROVED DUTY	PLEASE STATE WHICH OFFICER	L				
					ARRANGED THIS MEETING IF	PRIVATE	PU	BLIC		
			1		NOT DEMOCRATIC SERVICES	CAR	TRAN	SPORT		
21/01/10		+	4 Marlow Road			Mileage	(Receip	ts must be (ched)		
			4 Mariow Road	Citizens advice bureau meeting		19	£			
7/02/10			Broomhall Lane			17	1	р		
			Broomalan Lanc	Scout Group Anniversary		15	++			
28/01/10			Townhall	Weekly meeting	V					
11/02/10		<u> </u>				17				
11/02/10			Townhall	Weekly meeting		17				
18/02/10	†		Townhall			17				
			Townnall	Weekly meeting		17	<u>├</u>			
23/02/10			Townhall	Council Meeting		<b>.</b> ,				
				Council Weeting		r 17				
25/02/10			Townhall	Weekly meeting			L			
4/03/10						17				
-105/10	İ		Townhall	Weekly meeting		17	ļ			
5/03/10			United Reformed	W. A.W. LIN	V	17				
	1		Church M'head	Women's World Prayer Day		17	┫━━-ノ-━━╋			
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DI FASE C	OMDI ETE									
MEETINC	CONFERE	ONE LIN	E FOR EACH		SUB TOTAL	153				
ATTENDE	D AND SIG	NCE ET(	C YOU HAVE		SCD TOTAL	155		ĺ		
			_		V					
BELOW A	FTER REAL	DING TH	E DECLARATION	Less any amount claimed/received from any other Aut	hority/Body					
OVERLEA				•	,					
						/				
					TOTALS CLAIMED	153				
[N.B. Please e	ensure that you	have attache	ed (a) valid VAT receipt(s) - i.e.	a till receipt pre dating the first journey claimed,	· · · · · · · · · · · · · · · · · · ·		_,			
and showing t	he petrol comp	any's VAT r	egistration number and identif	y the amount paid for fuel. )	VAT RECEIPT ATTACHED	<b>X 8</b> /NO*				
						*Please delete as a	ppropriate	!		
				<b>~</b> /						
				Signature of Member:						
					Date05	5/03/10				