

ROYAL BOROUGH OF WINDSOR OF M' DENHEAD

CLAIM MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 5TH OF EACH MONTH AND MADE UP TO THE END OF THE PREVIOUS MONTH

CLAIM BY COUNCILLOR: MRS. J. LUXTON
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payroll)

FOR ALLOWANCES FOR THE MONTH OF: April '08

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)	
					£	p		
1/04/08	7:30	11:00	Town Hall	Children's Svcs. & Leisure O.E.S. ✓	28			
8/04/08	6:30	8:30	Town Hall	Emergency - Members Training ✓	28			
22/04/08	7:30	10:30	Town Hall	Council ✓	14			
23/04/08	6: pm	10:30	Waxham Park Hosp.	Gov. meeting (HWPH ETC) ✓	28			
					SUB TOTAL			
					✓ 98			
					TOTALS CLAIMED ✓ 98			

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 bill 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: 28th April '08

Signature of Member:

For Office Use Only			
Democratic Services:	Authorised for Payment:	Date:	<u>01/05/08</u>
Payroll:	Input by:	Date:	Batch No: _____ Checked by: _____ Date: _____

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 JUN 2008

CLAIM BY COUNCILLOR: Mrs. Sayonara Luxton
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) ..

FOR ALLOWANCES FOR THE MONTH OF: May 2008

PERIOD COVERED BY CLAIM		TO		FROM					
DATE	FROM	DATE	TO	PLACE VISITED	REASON FOR VISIT				
6.05.08	6:pm			Town Hall	Licensing Panel <i>not in diary</i>	<input checked="" type="checkbox"/>	24 [£]	P	
15.05.08	9:30	4:pm		Berkshire Huse	Training (Moyd White)	<input checked="" type="checkbox"/>	24		
17.05.08	9:30	2:30		Berkshire Huse	" (" ")	<input checked="" type="checkbox"/>	24		
19.05.08	3:30	6:00		Wexham Park	Gov. Meeting	<input checked="" type="checkbox"/>	28		
28 14.05.08				Windsor	Windsor DC	<input checked="" type="checkbox"/>	17		
							SUB TOTAL	93	
							TOTALS CLAIMED	93	

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: 26th May 2008

Signature of Member:

Authorized for Payment:		Date: <u>05/06/08</u>	
Input by:	Date:	Batch No:	Checked by:

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: SANDARA LUXTON
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

FOR ALLOWANCES FOR THE MONTH OF: JUNE 08 + July

DATE	TIME	FROM	TO	DESCRIPTION	AMOUNT	REMARKS	
4.06.08	6: p.m.			Town Hall SACRE	28	✓	
04.06.08	7:30			Town Hall Council	28	✓	
12.06.08	10: a.m.			Town Hall Licensing Panel.	28	✓	
July.							
2.07.08	7: pm			Town Hall Crime & Disorder Forum.	28		
3.07.08	10: a.m.			York House Licensing Panel.	24		
9.07.08	6: pm	11: pm		Guildhall Windsor Development Panel.	24		
15.07.08	5:30			Town Hall Corp Parenting Forum	28		
21.07.08	5:30			Town Hall Licensing Panel	28	✓	
					SUB TOTAL	188	✓
					TOTALS CLAIMED	188	

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 21/07/08

Authorised for Payment:	Date: <u>23/07/08.</u>
Input by:	Date:
Batch No:	Checked by:
	Date:

MEMBERS' MILEAGE CLAIM FORM

WINDSOR AND MAIDENHEAD

FORWARDED TO DEMOCRATIC SERVICES BY THE 1st

CLAIM BY COUNCILLOR: Mrs. SANDHARA LUXTON.

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

FOR ALLOWANCES FOR THE MONTH OF: July / Sept

PERIOD COVERED BY CLAIM	TIME FROM	TIME TO	PLACE WHERE CLAIM WAS MADE	REASON FOR CLAIM <small>(PLEASE INDICATE APPROVED DESTINATION)</small>	TRAVEL ALLOWANCE CLAIMED		
					P	£	
23.09.08	2:30	5:30	Wexham Park Hdy.	Training and Meeting.	✓	28 £ P	
8.09.08	6:30		Town Hall.	Rights of Ways & Highway Lic. Bd.		24	
9.09.08	9:30	4:pm.	London (Westminster)	Westminster Briefing for Mental Health Care for Children.	✓	22 50	
11.09.08	5:30.		Town Hall	Crime & Disorder	✓	24	
23.09.08	6:30		Town Hall	Training & Council	✓	24	
29.09.08	11:am		Town Hall	Access Advisory Forum	✓	24	
2.10.08	7:pm		Town Hall	Corporate Parenting	✓	24	
SUB TOTAL						148	
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.	✓	22 50
TOTALS CLAIMED						148	22 50

[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: 2/10/08

Authorized for Payment:	Date: <u>07/10/08</u>	
Input by:	Date: <u>1</u>	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: Mrs. SANDRA A. L...
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

FOR ALLOWANCES FOR THE MONTH OF: OCT. NOV. '08

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 to claim if not Democratic Services)</small>	PRIVATE CAR	PUBLIC TRANSPORT	
14.10.08	5:30	10:pm	Wexham Park Hort	Training & Presentation		28 [£] P	
29.10.08	9.30	11.am	Guild Hall Windsor	Lic. Appeal		20	
5.11.08	16:30	10.00	Town Hall	Corp. Parenting		24	
21.10.08	7:pm		Town Hall	Crime & Disorder		24	
02.10.08	6:30		Town Hall	Cultural Achievement		24	
21.11.08	10:am		Town Hall	Lic. Appeal		24	
					SUB TOTAL		120
					TOTALS CLAIMED		120

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: 21/11/08

Signature of Member:

For Office Use Only		Authorised for Payment:	Date: <u>21/11/08</u>
Input by:	Date:	Batch No:	Checked by:
			Date:

M. MBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

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

RECEIVED

- 6 'AR 2009

CLAIM BY COUNCILLOR: Sayram Luxton

COUNCILLOR (EMPLOYEE) NUMBER (as found on payroll)

FOR ALLOWANCES FOR THE MONTH OF: Dec, Jan, Feb, Nov

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 meetings if not the Councillor's own)</small>	PRIVATE CAR	PUBLIC TRANSPORT
25.11.08	10. a.m.	11.30.	York Stream Hall	School Transport	28	P
4.12.08	5.30		Town Hall	Planning OES	28	
11.12.08	9.30.		Guild Hall	Council (Not sure if J. we)	e. (Baker)	
9.01.09	11.30.		York. S. Hall	School Transport	28	
12.01.09.	6.30.		Town Hall	Planning OES. (Sub)	28	
17.02.09	10. a.m.	12.30.	Guildhall.	Lic. Panels. Appeal	24	
18.02.09.	10.	12.30	Guildhall.	Taxi Appeal	24	
SUB TOTAL					76	
					76	

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.]

Signature of Member:

VAT RECEIPT ATTACHED **YES / NO***
*Please delete as appropriate
 Date: Feb 28, 2009

Authorised for Payment:		Date: <u>09/03/09</u>	
Input by:	Date:	Batch No:	Checked by:
			Date: