

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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180006
 FOR ALLOWANCES FOR THE MONTH OF: AUGUST-SEPTEMBER

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	PUBLIC TRANSPORT (Receipts must be attached)	
						Mileage	£	p
14/8	12pm	2pm	Town Hall	SEND Steering Group		11.6		
20/8	11.30am	1.30pm	" "	Lead Member Briefing		11.6		
23/8	12pm	1.15pm	" "	Case review - lead member briefing	Lin Ferguson	11.6		
4/9	11am	1.30pm	" "	Lead Member Briefing		11.6		
8/9	1pm	3.30pm	Moor Hall	Foster Care Annual Conference		17.2		
10/9 10/9	10am	1pm	18 Smith Square	LGA CYP Board		5	19	70
10/9	6pm	7.30pm	Town Hall	Corporate Parenting Forum		11.6		
13/9	10am	2pm	18 Smith Square	LGA CYP Councillors Day		5	19	70
16/9	11am	2pm	Camp Mohawk	Family Day w/ SEND families & PAFIP	Lead Member role	36		
17/9	2pm	3pm	Town Hall	Corporate Parenting T&F Group		11.6		
24/9	2.30pm	5.30pm	" "	LMB + Girls Policy Forum planning		11.6		
SUB TOTAL						143		
TOTALS CLAIMED						64.35		30.40

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: 24/9/18

For Office Use Only		Authorised for Payment		Date: 28/9/18	
Democractic Services:	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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): (8,000.4)

FOR ALLOWANCES FOR THE MONTH OF: March - April 2018

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	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
26/3/18	2pm - 5.30pm	Town Hall	Lead Member Briefings		11.6	
28/3/18	7pm - 8.30pm	"	Electoral Reviews W/G		11.6	
5/4/18	5pm - 7.30pm	"	Cabinet Briefing		11.6	
5/4/18	11.30am - 12.30pm	"	Meeting w/ Edwina Grant (LGA)	Alison Alexander	11.6	
10/4/18	1pm - 2pm	"	Commissioner meeting re: A.F.C	Hilary Hall	11.6	
11/4/18	7pm - 9pm	"	Electoral Reviews W/G		11.6	
16/4/18	6pm - 7pm	"	Member Briefings x 2		11.6	
18/4/18	10am - 11am	"	DASH Contact Launch		11.6	
19/4/18	10am - 1pm	Holiday Inn M'head	Inclusion Summit for SEND		10.2	
23/4/18	12.30pm - 2pm	Charles School	Topping Out Ceremony - Charters		16.8	
24/4/18	12pm - 2pm	Town Hall	SEND Steering Group		11.6	
24/4/18	4.15pm - 5.30pm	Sub 60, Wokingham BC, Sackville	Sackville Meeting		2.6	1
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.					157.4	40
SUB TOTAL						
TOTALS CLAIMED					£70.83	

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: 24/04/18

Signature of Member: [Redacted]

For Office Use Only

Democratic Services:	Authorised for Payment:	Date: <u>29/6/18</u>
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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 180002
 FOR ALLOWANCES FOR THE MONTH OF: APRIL - MAY

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	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
25/4/18	11am - 3pm	Unison, Euston Rd	CGA Cluben + Young People JNC Subcommittee		5	£ 21 P 90
26/4/18	6:30pm - 7:30pm	Sportsable	Cabinet		9.8	
4/5/18	11am - 12pm	Churchward	Headteacher meeting w/ Lead Member		10.4	
8/5/18	11am - 2pm	Town Hall	Head Member Meetings	Kevin McDermid / Len Ferguson	11.6	
9/5/18	6pm - 9pm	" "	Cabinet Briefing		11.6	
10/5/18	6pm - 9pm	" "	Girls' Policy Forum & SACRE		2.0	
11/5/18	7pm - 10pm	The Oldie Bell, Hurley	Foster Carers' Annual Supper		11.6	
14/5/18	2pm - 4pm	Town Hall	LSCB	NHS / CCG Meeting - LM Role	14.2	1 50
23/5/18	6:30pm - 9pm	CCG Offices, Aldershot	GUILFAY - NHS 2020 Meeting			
SUB TOTAL					133.6	
TOTALS CLAIMED					£60.12	33.40

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: 24.5.18

For Office Use Only	
Democratic Services:	Authorised for Payment: [Redacted]
Payroll:	Input by: [Redacted]
Date: <u>25/6/18</u>	Batch No: [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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180002
 FOR ALLOWANCES FOR THE MONTH OF: January

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		PUBLIC TRANSPORT (Receipts must be attached)
						Mileage		
						£	p	
7/1/19	12 pm	3 pm	Town Hall	Lead Member Briefings		11.6		
10/1/19	6.30 pm	8 pm	" "	Cabinet Briefing		11.6		
15/1/19	3 pm	5 pm	" "	Health + Wellbeing Board		11.6		
16/1/19	10 am	1 pm	18 Smith Square, London	LGfA Children + Young Peoples Board		5	20	30
17/1/19	6.45 pm	8 pm	Town Hall	Cabinet Briefing		11.6		
21/1/19	3.30 pm	7 pm	" "	LMB, Girls Policy Forum + Member Briefing		11.6		
SUB TOTAL						63		
TOTALS CLAIMED						£28.35		

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.

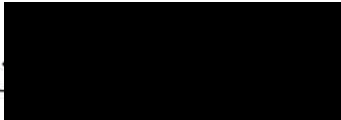
[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED

YES / NO*

*Please delete as appropriate

Signature of Member:.....



Date... 22/01/19

For Office Use Only					
Democratic Services:	Authorised for Payment	Date: <u>25/1/19</u>			
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: N. AILEY
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 180002

FOR ALLOWANCES FOR THE MONTH OF: Jan - Feb - Mar.

PERIOD COVERED BY CLAIM DATE	TIME FROM	TIME 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	PUBLIC TRANSPORT (Receipts must be attached)
29/1/19	6.30am	8pm	Town Hall	Children's O&S		11.6	
30/1/19	1pm	2pm	" "	Girl's Policy Forum Planning Meeting		11.6	
1/2/19	3pm	5pm	" "	Girl's Policy Forum		11.6	
4/2/19	12pm	3pm	" "	KMB Bishops		11.6	
7/2/19	9.30am	9am	Guildhall	Cabinet		11.6	
25/2/19	3pm	7pm	Town Hall	LMB + Corporate Parenting Forum		11.6	
28/2	6.30pm		" "	Cabinet		11.6	
27/2	12.30pm	1.35pm	Charfers	Meeting w/ Charfers School		17.2	
27/2	2pm	4pm	Town Hall	LSCBS		11.6	
5/3	6pm	8pm	" "	SACRE		11.6	
12/3	10am	1pm	18 Smith Sq London	LGA CYP Board		5	20
8/3	3pm	5pm	Town Hall	York Road Groundbreaking		11.6	
SUB TOTAL						138	
TOTALS CLAIMED						£62.10	20 30

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: 12/3/19

Signature of Member: 

For Office Use Only

Democratic Services:	Authorised for Payment:	Date:	2/0/19
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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180001

FOR ALLOWANCES FOR THE MONTH OF: March

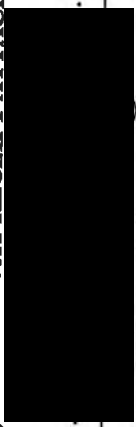
PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM		PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO	DESCRIPTION OF APPROVED DUTY	PRIVATE CAR Mileage		PUBLIC TRANSPORT (Receipts must be attached)	
			£		P	
15/3	3:30pm - 6pm	Town Hall / M'head Library	Bank Schools Literacy Ad Competition + Prize Giving	11.6		
25/3	10:30am - 1pm	Town Hall	Meeting w/ MD & LMB	11.6		
SUB TOTAL				23		
TOTALS CLAIMED				£10.35		

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: 25/3/19

Signature of Member: 

For Office Use Only

Democratic Services:	Authorised for Payment:	Date: <u>2/4/19</u>
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: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180002
 FOR ALLOWANCES FOR THE MONTH OF: JULY - AUGUST

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	
17/7	12 pm	2 pm	Town Hall	SEND Steering Group		77.6		
18/7	2 pm	4 pm	" "	LSCB		11.6		
17/7	6 pm	7 pm	Guildhall	LG BCE Member Briefing		5		
26/7	1 pm	3 pm	Altwood School	Pupil Premium Summer Camp		13		
26/7	7-30 pm	8.15 pm	Guildhall	Cabinet		5		
27/7	1 pm	4 pm	4MR	Corporate Parenting Workshop		11.8		
31/7	5.45 pm	7.15 pm	Town Hall	Girls' Policy Forum		11.6		
23/7	7 pm	7.45 pm	" "	Children's O & S		11.6		
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:.....

Date: 31/7/18

For Office Use Only			
Democratic Services:	Authorised for Payment:	Date:	<u>1/8/18</u>
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: N. Airey
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180002

FOR ALLOWANCES FOR THE MONTH OF: May - June - July

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
4/6/18	2pm	5.30pm	Town Hall	Lead Member Briefings	Kevin McDaniel	11.6		
6/6/18	6pm	8.15pm	" "	SACRE		11.6		
7/6/18	5pm	8pm	" "	Cabinet Briefing		11.6		
11/6/18	2pm	4pm	Manor Green School	Apprenticeships Showcase	Margit Hurjan	15.6		
14/6/18	10am	1pm	18 Smith Square, London	LGA CYP Board Meetings		5	19	70
18/6/18	5pm	6pm	Town Hall	School Improvement Forum		11.6		
19/6/18	12pm	2pm	" "	SEND Steering Group		11.6		
25/6/18	3pm	5pm	" "	Lead Member Briefing		11.6		
28/6/18	5.30pm	7pm	Guildhall	Cabinet		5		
3/7/18	10am	11am	Town Hall	AFC Briefing	Alicia Alexander	11.6		
10/7/18	3pm	pm	" "	Lead Member Briefings & Cabinet		11.6		
11/7/18	10.30am	12.30pm	" "	AFC Joint Committee		11.6		
SUB TOTAL								

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.

TOTALS CLAIMED

[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: 11/7/18

For Office Use Only				
Democratic Services:	Authorised for Payment	Date:	18/7/18	
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 25th OF EACH MONTH

CLAIM BY COUNCILLOR: N. Airey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 18000

FOR ALLOWANCES FOR THE MONTH OF: October - November

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	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
22/10/18	3pm - 5:30pm	Town Hall	Lead Member Briefing		11.6	f p
23/10/18	12.15pm - 1pm	" "	Meeting w/ Newton Europe	Alison Alexander	11.6	
24/10/18	4.30pm - 6.30pm	" "	Girls Policy Forum		11.6	
25/10/18	7.30pm - 8pm	" "	Cabinet		11.6	
26/10/18	2.30pm - 4.30pm	4MP	Meeting w/ kitchen lead member		11.6	
7/11/18	8am - 10am	Town Hall	BSA		11.6	
8/11/18	6pm - 8.15pm	Town Hall	Cabinet Briefing		11.6	
12/11/18	1pm - 5.30pm	" "	LMB	k. McDaniel	11.6	
13/11/18	12pm - 2pm	" "	SEND Stenna Group		11.6	
14/11/18	10.30am - 12.30pm	Todd House, Twickenham	AFC Sirel Committee		446	3 50
14/11/18	2pm - 2.30pm	Town Hall	Cabinet		11.6	
SUB TOTAL					162	
TOTALS CLAIMED					572.90	

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.

YES/NO*
 *Please delete as appropriate

VAT RECEIPT ATTACHED

(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.]

Date: 19/11/18

Signature of Member: [Redacted]

For Office Use Only

Democratic Services:	Authorised for Payment:	Date: <u>18/12/18</u>
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: N. ALLEY
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 180004

FOR ALLOWANCES FOR THE MONTH OF: December

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	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
7/12/18	2.15 pm to 3.15 pm	Cox Green School	Opening of new facilities		13.02	
10/12/18	9 am to 10.30 am	Town Hall	LMB & BSG		11.6	
10/12/18	6.30 to 7 pm	Guildhall	Our Community Enterprise Briefing		5	
11/12/18	11 am to 12 pm	Town Hall	LMB - Commissioner	H Hall	11.6	
13/12/18	6.30 pm to 7.30 pm	Guildhall	Cabinet + Pre-Brief		5	
17/12/18	4.30 pm to 6.30 pm	Town Hall	Girls' Policy Forum		11.6	
18/12/18	9 am to 1.30 pm	" "	MD Interviews		11.6	
SUB TOTAL					70	
TOTALS CLAIMED					231.50	

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***

Date: 18/12/18

For Office Use Only	Authorised for Payment	Date: <u>18/12/18</u>
Democratic Services:	Input by:	Checked by:
Payroll:	Date:	Date:

Signature of Member: [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: N. Airey
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 180006
FOR ALLOWANCES FOR THE MONTH OF: SEPT - OCT

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		PUBLIC TRANSPORT (Receipts must be attached)
						Mileage	£	
26/9	5.00pm	8.15pm	Town Hall	Girls' Policy Forum + Children's	O&S	11.6		
27/9	7.30pm	8.45pm	Guildhall	Cabinet		5		
28/9	2pm	3pm	Town Hall	Corporate Parenting T+F Group		11.6		
4/10	6.15pm	7.30pm	" "	Cabinet Briefing		11.6		
8/10	2pm	5pm	" "	LMB + Commissioning LMB		11.6		
16/10	12pm	2pm	" "	SEND steering Group		11.6		
16/10	3pm	5pm	" "	H.W.B		11.6		
18/10	5pm	7pm	" "	School Improvement Forum		11.6		
SUB TOTAL						89		
TOTALS CLAIMED						£40.05		

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: 18/10/18

For Office Use Only				
Democratic Services:	Authorised for Payment:		Date:	<u>24/10/18</u>
Payroll:	Input by:		Date:	
			Batch No:	Checked by:
				Date: