

MEMBERS' MILEAGE CLAIM FORM

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**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th OF EACH MONTH

CLAIM BY COUNCILLOR: Luxton  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 894413B

FOR ALLOWANCES FOR THE MONTH OF: Nov/Dec/Jan/Feb/18

| 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 |
| 15/11/17                | 6.30      |         | Town Hall                      | Culture & Comm. OES          | Demo Sucs   | 32.00                    |  |   |
| 21/11/17                | 6.30.     |         | Town Hall                      | Children Sucs. OES.          | Demo Sucs   | 32.00                    |  |   |
| 28/11/17                | 11.am     | 12.30   | Town Hall                      | RBWM/WHM Steering Group      | Kevin Mirt  | 32                       |  |   |
| 12.12.17                | 6.30.     |         | Town Hall                      | Fuel Council                 | Demo Sucs   | 32                       |  |   |
| 23.1.18                 | 11.30     | 12.30.  | Town Hall                      | RBWM/WHM Steering Group.     | Kevin Mirt  | 32                       |  |   |
| 29.1.18                 | 7.30.     |         | Town Hall                      | Extraordinary Council        | Demo  | 32                       |  |   |
| 30.1.18                 |           |         | Town Hall                      | Taxi appeal Panel            | Demo  | 32                       |  |   |
| 6.2.18                  | 6.30.     |         | Town Hall                      | Culture & Comm. OES.         | Demo  | 36                       |  |   |
| 20.2.18.                | 7.30.     |         | Town Hall                      | Council                      | Demo  | 36                       |  |   |
| <b>SUB TOTAL</b>        |           |         |                                |                              |   | 296                      |  |   |
| <b>TOTALS CLAIMED</b>   |           |         |                                |                              |   | 133.20                   |  |   |

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:.....

|                      |                        |  |           |             |       |
|----------------------|------------------------|--|-----------|-------------|-------|
| For Office Use Only  |                        |  |           |             |       |
| Democratic Services: | Authorised for Payment |  | Date:     | 2/5/18      |       |
| Payroll:             | Input by:              |  | Date:     |             |       |
|                      |                        |  | Batch No: | Checked by: | Date: |

MEMBERS' MILEAGE CLAIM FORM

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**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th OF EACH MONTH

CLAIM BY COUNCILLOR: Luxton  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 894413B

FOR ALLOWANCES FOR THE MONTH OF: Feb/March/April

| 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 |
| 26.2.18                 | 7.00            |         | Town Hall                      | Audit & Performance               | Demo  | 32                       |  |   |
| 27.2.18                 | 6.00            |         | Town Hall                      | Lic. Panel                        | Demo  | 32                       |  |   |
| 7.3.18                  | 6.00            |         | Guildhall                      | Rural Dev. Panel (Sub)            | Demo  | 26                       |  |   |
| 20.3.18                 | 6.00            |         | Town Hall                      | Culture & Comm. O&S               | Demo  | 32                       |  |   |
| 26.3.18                 | 6.00            |         | Town Hall                      | Corp. Parenting                   | Demo  | 32                       |  |   |
| <del>30.4.18</del>      | <del>6.00</del> |         | <del>Windsor</del>             | <del>Wedding Briefing</del>       | <del>Demo</del>   | <del>24</del>            |  |   |
| 10.4.18                 | 6.00            |         | Town Hall                      | Lic. Panel                        | Demo  | 32                       |  |   |
| 16.4.18                 | 6.00            |         | Town Hall?                     | Members Briefing                  | Demo  | 32                       |  |   |
| <del>17.4.18</del>      | <del>6.00</del> |         | <del>Town Hall</del>           | <del>Childrens Svcs O&amp;S</del> | <del>Demo</del>   | <del>32</del>            |  |   |
| 24.4.18                 | 7.30            | 11.15   | Town Hall                      | Council                           | Demo  | 32                       |  |   |
| 26.4.                   | 2.00            | 3.00    | Town Hall                      | Lic. Sub Panel                    | Demo  | 32                       |  |   |
| <b>SUB TOTAL</b>        |                 |         |                                |                                   |   | 306                      |  |   |
| <b>TOTALS CLAIMED</b>   |                 |         |                                |                                   |   | 137.70                   |  |   |

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: \_\_\_\_\_

[Redacted Signature]

Date: 30th April 18

|                      |                        |       |           |             |
|----------------------|------------------------|-------|-----------|-------------|
| For Office Use Only  |                        |       |           |             |
| Democratic Services: | Authorised for Payment | Date: | 2/5/18    |             |
| 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: Sayona Luxton  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....894413B  
 FOR ALLOWANCES FOR THE MONTH OF: May/June/July/Aug/Sept.

| 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<br>Mileage   | PUBLIC TRANSPORT<br>(Receipts must be attached) |
|                         |           |         |                                |                               |   |                          | £      p  |
| 30.5.18                 | 6.30.     |         | Cuivild Hall                   | Windsor - RDMP (DC)           | Demo.   | 24                       |   |
| 4.6.18                  | 5.30.     |         | Town Hall                      | Corp Parenting                | Demo  | 36                       |   |
| 12.6.18                 | 7.00      |         | Town Hall                      | Audit E.P O&S.                | Demo  | 36                       |   |
| 26.6.18                 | 7.00.     |         | Town Hall                      | Council                       | Demo  | 36                       |   |
| 27.6.18                 | 7.00.     |         | Town Hall                      | Children Soc's - O&S.         | Demo  | 36                       |   |
| 3.7.18                  | 9.00.     |         | Town Hall                      | Lic. Panel                    | Demo  | 36                       |   |
| 19.7.18                 | 7.00.     |         | Town Hall                      | Council (Apologies)           |   |                          |   |
| 30.7.18                 | 7.00.     |         | Town Hall                      | Audit E.P. O&S                | Demo  | 36                       |   |
| * 14.8.18               | 10.am     |         | Town Hall                      | Lic. Panel Sub. Commt         | Demo  | 36                       |   |
| * 15.8.18               | 10.am     |         | Town Hall                      | Lic. Panel sub Tax' (Andy)    |   | 36                       |   |
| X 31.8.18               | 10.a      |         | Town Hall                      | Lic. Panel sub. Commt. (Andy) |   | 36                       |   |
| * 3.18.18               | 10.a      |         | Town Hall                      | Lic. Panel sub. Commt (Andy)  |   | 36                       |   |
| <b>SUB TOTAL</b>        |           |         |                                |                               |   | 348                      |   |
| <b>TOTALS CLAIMED</b>   |           |         |                                |                               |   | 156.60                   |   |

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 Signature]

Date: 21st Sept 18

|                      |                         |                      |                                       |
|----------------------|-------------------------|----------------------|---------------------------------------|
| For Office Use Only  |                         |                      |                                       |
| Democratic Services: | Authorised for Payment: | Date: <u>28/9/18</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 25th OF EACH MONTH

1

CLAIM BY COUNCILLOR: Seymour Luxton  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 894413B

FOR ALLOWANCES FOR THE MONTH OF: Sept/2018

| 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  |
| 10.9.18.                | 6.30.     |         | Town Hall                      | Corp. Parenting              | Demo  | 36                       |  |
| 11.9.18                 | 6.30      |         | Guildhall                      | Planning Trng                | Demo  | 24                       |  |
| 19.9.18                 | 6.30.     |         | Wraybury                       | Sub Planning (loc.)          | Demo  | 36                       |  |
| 20.9.18                 | 6.30      |         | Town Hall                      | Audit & Performance          | Demo  | 36                       |  |
| 24.9.18.                | 5.30.     |         | Town Hall                      | Additional Cult Gm DES.      | Demo  | 36                       |  |
| 25.9.18                 | 6.00.     |         | Town Hall                      | Full Council                 | Demo  | 36                       |  |
| 26.9.18                 | 6.30      |         | Town Hall                      | Children OES.                | Demo  | 36                       |  |
| 2.10.18.                | 10 am     |         | Windsor                        | Lic. appeal Panel            | Demo  | 26                       |  |
| 10.10.18.               | 10 am     |         | Windsor.                       | Lic. appeal Panel            | Demo  | 26                       |  |
| 15.10.18.               | 10 am     |         | Windsor.                       | Lic. appeal Panel            | Demo  | 26                       |  |
| 16.10.18.               | 6.30      |         | Town Hall.                     | Children OES.                | Demo  | 36                       |  |
| <b>SUB TOTAL</b>        |           |         |                                |                              |   | <b>354</b>               |  |
| <b>TOTALS CLAIMED</b>   |           |         |                                |                              |   | <b>£159.30</b>           |  |

CONT. --- 2.

**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 Signature]

Date: 28/NOV/18

|                      |                         |           |                 |
|----------------------|-------------------------|-----------|-----------------|
| For Office Use Only  |                         |           |                 |
| Democratic Services: | Authorised for Payment: | Date:     | <u>18/12/18</u> |
| Payroll:             | Input by:               | Date:     |                 |
|                      |                         | Batch No: | Checked by:     |
|                      |                         |           | Date:           |

(2)

## 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: Stephen Lupton  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 894413B

FOR ALLOWANCES FOR THE MONTH OF: .....

| 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<br>(Receipts must be attached) |   |
|                         |           |         |                                |                              |   | Mileage                  | £   | p |
| 17/10/18                | 6:00      |         | Windsor                        | Rural Dev. Panel             | Demo.   | 26                       |   |   |
| 31/10/18                | 10. am.   |         | Town Hall                      | Taxi Appeal Panel            | Demo  | 36                       |   |   |
| 1/11/18                 | 10. am.   |         | Town Hall                      | School Transp. Appeal        | Demo  | 36                       |   |   |
| 8/11/18                 | 10. am.   |         | Town Hall                      | Taxi                         |   |                          |   |   |
| 20.11.18                | 6.30      |         | Windsor                        | Tourism Forum                | Demo  | 26                       |   |   |
| 29/11/18                | 5.30      |         | Town Hall                      | Corp. Parkety                | Dem   | 36                       |   |   |
|                         |           |         |                                |                              |   |                          |   |   |
|                         |           |         |                                |                              |   |                          |   |   |
|                         |           |         |                                |                              |   |                          |   |   |
|                         |           |         |                                |                              |   |                          |   |   |
|                         |           |         |                                |                              |   |                          |   |   |
| <b>SUB TOTAL</b>        |           |         |                                |                              |   | 160                      |   |   |
| <b>TOTALS CLAIMED</b>   |           |         |                                |                              |   | 572                      |   |   |

**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: 29/11/18

|                      |                         |                       |           |             |
|----------------------|-------------------------|-----------------------|-----------|-------------|
| For Office Use Only  |                         |                       |           |             |
| Democratic Services: | Authorised for Payment: | Date: <u>18/12/18</u> |           |             |
| Payroll:             | Input by:               | Date:                 | Batch No: | Checked by: |
|                      |                         |                       |           | Date:       |