

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: M-J SAUNDERS 1/2

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

FOR ALLOWANCES FOR THE MONTH OF: 6.12.18-4.3.19

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
7.12.18	12.30	14.00	TH	Briefing w. Lawless PR	Steph James	10 ✓	
10.12.18	09.00	11.00	TH	Budget Steering Group	Rob Stubbs	10 ✓	
10.12.18	14.30	16.00	TH	Briefing re Odele Keisner Centre	Kevin Mist	10 ✓	
11.12.18	19.30	21.30	Guelphall	Full Council		26 ✓	
20.12.18	18.30	20.00	TH	Employment Standards Panel		10 ✓	
3.1.19	15.00	16.30	TH	Optics Board	Shulpa Marek	10 ✓	
7.1.19	10.00	13.00	TH	Grants Panel		10 ✓	
9.1.19	08.00	10.00	TH	Budget Steering Group	Rob Stubbs	10 ✓	
9.1.19	14.00	15.30	TH	Briefing Mental Health	Hilary Hall	10 ✓	
10.1.19	17.00	19.30	TH	Cabinet Briefing		10 ✓	
17.1.19	17.00	19.30	TH	Cabinet Briefing		10 ✓	
21.1.19	11.00	12.30	TH	Budget Media Briefings	Louisa Dean	10 ✓	
SUB TOTAL						4136	
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 claim and showing the petrol company's VAT registration number and identify the amount paid for fuel.)

T RECEIPT ATTACHED

YES / NO:
Please delete as appropriate

Signature of Member:

Date: 4.3.19

For Office Use Only	
Democratic Services:	Authorised for Payment:
Date: <u>11/3/19</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: MJ SAUNDGLO

COUNCILLOR (EMPLOYEE) NUMBER (as found on pay slip):

FOR ALLOWANCES FOR THE MONTH OF: 12.10.18 - 5.12.18

PERIOD COVERED BY CLAIM			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		
DATE	TIME FROM	TIME TO				PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £ P	
23.10.18	17.00	18.30	TH	Budget Briefing + CS O&S Panel		10		
25.10.18	16.30	21.00	TH	Briefings + Cabinet		10		
31.10.18	13.30	14.30	TH	Briefing re K access	E. Browne	10		
31.10.18	17.00	18.30	TH	Briefing re Mental Health	H. Hall	10		
6.11.18	17.30	18.30	TH	Briefing re Finance	R. Stubbs	10		
7.11.18	08.00	10.00	TH	Budget Steering Group	R. Stubbs	10		
8.11.18	15.30	19.00	TH	CAB + Cabinet Briefing		10		
12.11.18	08.30	11.30	TH	Finance Media Briefing	R. Stubbs	10		
19.11.18	13.00	14.30	TH	Finance Briefing	R. Stubbs	10		
20.11.18	13.30	21.00	TH	Corp Svc O&S Panel		10		
22.11.18	19.00	21.00	TH	Cabinet		10		
5.12.18	16.00	17.30	TH	Finance Briefing	R. Stubbs	10		
SUB TOTAL							120 @ 45p	
							= £54.00	
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 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: 5 Dec 18

Signature of Member:

For Office Use Only

Democratic Services:

Authorised for Payment:

Date: 18/12/18

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: MJ SAUNDERS
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 20
 FOR ALLOWANCES FOR THE MONTH OF: 8.6.18 - 16.8.18

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 Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
						£	p	
23 Jul 18	13.00	16.00	Trinity Ct Wincan	Optalis Board		36		
23 Jul 18	17.30	18.30	JH	Oaks Briefing	Kevin Mist	10		
25 Jul 18	08.00	10.00	JH	Briefing	Rob Stubbs	10		
26 Jul 18	18.30	21.00	Quellohall	Cabinet		28		
1 Aug 18	08.15	09.00	JH	Briefing	Alison Alexander	10		
1 Aug 18	18.30	21.00	JH	Maidenhead DM Panel		10		
3 Aug 18	10.00	11.30	JH	Briefing	Rob Stubbs	10		
13 Aug 18	18.30	19.30	JH	Employment Panel		10		
14 Aug 18	13.00	14.30	JH	Broadway Car Park Briefing	Russell O'Keefe	10		
20 15 Aug 18	08.30	15.30	JH	Waterways Board	Russell O'Keefe	10		
16 Aug 18	17.00	18.30	JH	BSC Briefing	Rob Stubbs	10		
						5/4	136	
						SUB TOTAL	290 @	45p
							130.50	
						TOTALS CLAIMED		

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

GMHT Meeting

Alison Alexander

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 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: 20 Aug 18

Signature of Member: _____

For Office Use Only			
Democratic Services:	Authorised for Payment		Date: <u>5/9/18</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: M J SAUNDERS
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): 20
 FOR ALLOWANCES FOR THE MONTH OF: 8.6.18 - 16.8.18

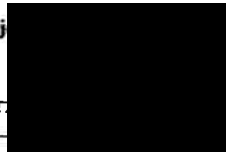
PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM			TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)	
							£	P
12 Jun 18	19.00	19.20	TH	Audio performance panel		10		
13 Jun 18	18.00	21.00	TH	Borough wide DM panel		10		
18 Jun 18	13.00	16.00	TH	Optalis Board		10		
19 Jun 18	08.00	09.30	TH	Briefing	Rob Stubbs	10		
21 Jun 18	12.30	13.30	TH	Briefing	Manj Sewerin	10		
26 Jun 18	19.30	21.30	TH	Council		10		
27 Jun 18	14.00	16.00	Boyn Grove Centre	Optalis Board visit	Helen Kavanagh/optalis	8		
28 Jun 18	17.00	19.00	Guildhall	Cabinet		28		
2 Jul 18	08.30	10.00	TH	Briefing	Rob Stubbs	10		
6 Jul 18	10.00	11.00	TH	Briefing	Rob Stubbs	10		
10 Jul 18	18.00	21.30	TH	Cabinet		10		
19 Jul 18	19.30	22.30	TH	Council		10		
SUB TOTAL							77	136
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 j 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: 20 Aug 18

For Office Use Only		
Democratic Services:	Authorised for Payment:	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: MJ SAUNDERS
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: 10.4.18 - 3.6.18

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 Mileage	PUBLIC TRANSPORT (Receipts must be attached) £ p
17.4.18	17.00	18.30	JH	PKOM		10	£ p
19.4.18	17.00	18.30	JH	Braywick/Charters Leisure Centre	Review K. Mist	10	
20.4.18	14.30	15.30	JH	MB Meeting	A Alexander	10	
24.4.18	19.30	22.30	JH	Council		10	
26.4.18	17.30	21.00	Spotsdale	Cabinet		10	
30.4.18	08.00	09.00	JH	MO Meeting	M Severin	10	
1.5.18	16.00	17.30	JH	Lead Member Briefing	R Stubbs	10	
2.5.18	15.45	16.30	JH	Marlow Branch Review	G. Oliver	10	
8.5.18	08.00	10.30	JH	JV Development Board	R O'Keefe	10	
17.5.18	16.00	18.00	JH	Budget Briefing	R Stubbs	10	
21.5.18	14.30	16.00	JH	Property Rules Briefing	A Alexander	10	
24.5.18	18.30	21.00	JH	Cabinet		10	
SUB TOTAL						9	120
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 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: 3 June 18

For Office Use Only	
Democratic Services:	Authorised for Payment: 
Date: <u>29/6/18</u>	

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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: M-J SAUNDERS

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

FOR ALLOWANCES FOR THE MONTH OF: 12.1.18 - 9.4.18

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
12.2.18	14.00	16.00	TH	Oaks Leisure Centre Review	K Mist	10		
13.2.18	18.30	19.30	TH	Employment Panel		10		
14.2.18	18.00	21.00	TH	MDM Panel		10		
19.2.18	08.00	13.00	TH	MGC Presentations	R O'Keefe	10		
20.2.18	08.30	12.00	TH	MGC Presentations	R O'Keefe	10		
20.2.18	14.30	17.00	TH	MGC Presentations	R O'Keefe	10		
20.2.18	19.30	21.30	TH	Council		10		
22.2.18	18.15	20.00	Guildhall	Cabinet		28		
1.3.18	17.00	18.30	TH	Cabinet Briefing		10		
12.3.18	14.00	16.00	TH	Budget Review Sessions	R Simbs	10		
12.3.18	18.30	20.00	TH	Employment Panel		10		
14.3.18	18.15	21.00	TH	MDM Panel		10		
						SUB TOTAL	138	
							5/4 138	
							9/4 276	
						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 job 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: 9.4.18

Signature of Member: 

For Office Use Only	Democratic Services:	Authorised for Payment: 	Date: <u>2/5/18</u>
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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: MJ SAUNDERS
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....
 FOR ALLOWANCES FOR THE MONTH OF: 12.1.18 - 9.4.18

PERIOD COVERED BY CLAIM			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	
DATE	TIME FROM	TIME TO				PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached) £ p
16.1.18	08.00	08.30	TH	Broadway Car Park Paper Review	R O'Keefe	10	
16.1.18	18.30	19.30	TH	Employment Panel		10	
17.1.18	18.30	21.00	TH	MDM Panel		10	
18.1.18	16.45	19.00	TH	Cabinet Briefing		10	
22.1.18	15.00	17.00	TH	Optalis Board		10	
23.1.18	08.30	10.30	TH	JV Development Board	R O'Keefe	10	
23.1.18	18.30	19.30	TH	Corp Svcs Oes Panel		10	
24.1.18	12.00	13.00	TH	Budget Press Briefing	L. Dean	10	
24.1.18	14.30	16.00	Guelphall	Windsor Co C Briefing		28	
5.2.18	17.00	21.00	TH	Cabinet Briefing / Corp Svcs Oes Panel		10	
8.2.18	18.30	21.00	TH	Cabinet		10	
9.2.18	10.00	11.00	TH	Broadway Car Park Review	B Richardson	10	
SUB TOTAL						94	138

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

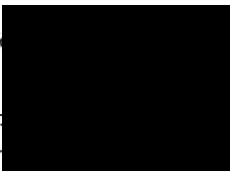
Less any amount claimed/received from any other Authority/Body.

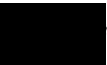
TOTALS CLAIMED

VAT RECEIPT ATTACHED

YES / NO
 *Please delete as appropriate

Date: 9.4.18

Signature of Member 

For Office Use Only	
Democratic Services:	Authorised for Payment: 
Date: <u>2/5/18</u>	

