

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: DAVID HILTON
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) 800105
FOR ALLOWANCES FOR THE MONTH OF: SEPT/OCT 2019

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	
20/9/2019	10.00	12.00	SURREY HEATH COUNCIL	THAMES BASIN HEATH TSP BOARD				
17/9/2019	16.00	18.00	ADOT 3 BRAY	PENSION PANEL		17		
26/9/19	8.15 AM	9.20 AM	TOWN HALL	CABINET		20		
30/9/19	18.00	19.20	MAY ROOM	POLLING DISTRICTS 3 PLACES		20		
2/10/19	8.00	10.00	MAY ROOM	BUDGET STEERING	SUZANNE MARTIN	20		
2/10/19	19.00	19.45	GREY ROOM	WINDSOR DM		20		
22/10/19	18.00	19.50	TOWN HALL	CORPORATE O & S		8		
23/10/19	19.30	22.30	"	FULL COUNCIL		20		
31/10/19	19.00	20.30	GREY ROOM	CABINET		20		
29/10/19	18.15	18.45	MAY.	POLLING DISTRICTS		8		
6/11/19	8.00	10.00	MAY	BUDGET STEERING	S MARTIN	20		
6/11/19	19.00	20.57	GRAY ROOM	WINDOR DM		20		
SUB TOTAL						8		
TOTALS CLAIMED						201		

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: 13/3/2020

Signature of Member: [REDACTED]

For Office Use Only					
Democratic Services:		Authorised for Payment:		Date:	
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date: