

Rec'd 1314

EMISS 1314

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

FOR ALLOWANCES FOR THE MONTH OF: March - April

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)	
24/3/16	7pm	8.30pm	Guildhall	Big Society Panel		5.5		P
30/3/16	5.30pm	6.30pm	Town Hall	Corporate Parenting Meeting	Elaine Redding / Jo Cross	10		
31/3/16	7.30pm	10 pm	" "	Cabinet		10		
4/4/16	4.30pm	6pm	" "	Lead Member briefing		10		
11/4/16	4.30pm	6pm	" "	Delivering CS Differently Meeting	Kenaine Dwyer (Exec Reg Group)	10		
SUB TOTAL						45.5		
TOTALS CLAIMED						45.5		

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: 11 / 4 / 16

For Office Use Only	
Democractic Services:	Authorised for Payment:
Payroll:	Input by:
Date:	Batch No:
Date: <u>14/4/16</u>	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: Natasha Ainey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: Feb - March

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)	
29/12/16	6pm	7:30pm	Town Hall	PAAT T + FG	Clare Gower ✓	10	£	P
1/13/16	9am	2pm	St James' Palace	Gold Dof E Presentations for RHM	Helen Smith ✓	10	26	30
1/13/16	4:30pm	5:30pm	Town Hall	Delivering CS Differently Meeting	Karina Dunsell (AA) ✓	10		
3/13/16	6:30pm	9pm	"	Corporate Parenting Forum	✓	10		
17/13/16	5pm	9pm	"	Cabinet Briefing	✓	10		
21/13/16	5pm	6pm	"	Dead Member Briefing	✓	10		
22/13/16	5pm	6pm	Guildhall	Youth Voice Youth Choice Award Evening	Felicity Screen ✓			
22/13/16	6:30pm	8:30pm	Town Hall	Children's O+S Panel	✓	10		
SUB TOTAL						65.5	26	30
TOTALS CLAIMED						65.5	26	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

Signature of Member: [Redacted]

Date: 22/03/16

For Office Use Only	
Democratic Services:	Authorised for Payment: [Redacted]
Payroll:	Input by: [Redacted]
Date:	30/3/16
Batch No:	Checked by: [Redacted]
Date:	

Rec'd '13
Excused out 2/3
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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: Natasha Airey
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

FOR ALLOWANCES FOR THE MONTH OF: January - February

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) £	
21/1/16	5pm	6pm	Town Hall	Delivering Children's Diversty Exec.	Reference Group ^{Remaine} Surell	10		
25/1/16	6.30pm	9.30pm	Magned Leisure Centre	York Annual Achievement Awards	James Houston	10.8		
27/1/16	7pm	8.45pm	Guildhall	Big Society Panel		5.5		
28/1/16	7.30	9.30pm	Town Hall	Cabinet		10		
3/2/16	2.30pm	6.30pm	"	LSCB	Lesley Hartland	10		
3/2/16	6.30pm	8.30pm	"	Corporate Parenting Forum		10		
8/2/16	10am	11.30am	"	Delivering Children's Diversty Meeting	Alison Alexander	10		
8/2/16	5pm	6.15pm	York House	Cabinet Budget Consultation / Cabinet Briefing	KS	5		
9/2/16	5.30pm	7.30pm	Town Hall	Cabinet Briefing		10		
10/2/16	5pm	6.20pm	"	Cabinet Budget Consultation	KS	70		
11/2/16	5.45pm	9pm	"	Cabinet		10		
15/2/16	6.30pm	8.45pm	Guildhall	Windsor Town Forum		5.5		
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.						SUB TOTAL	106.8	
						TOTALS CLAIMED		

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 full 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 / 10 / 16

Signature of Member: [Redacted]

For Office Use Only

Democratic Services:	Authorised for Payment:	Date: <u>8/3/16</u>	Batch No:	Checked by:	Date:
Payroll:	Input by:				

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

FOR ALLOWANCES FOR THE MONTH OF: February 16

PERIOD COVERED BY CLAIM		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 TO			PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
22/2/16	5 pm to 6 pm	Town Hall	Leanne Duwell ✓	10	£
25/2/16	7.30 pm to 9.30 pm	Guildhall	Cabinet ✓	5.5	p
SUB TOTAL				13.5	
TOTALS CLAIMED				106.8	
TOTALS CLAIMED				122.3	

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.

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[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: 24/02/16

For Office Use Only	Checked by: _____
Democratic Services:	Date: <u>8/3/16</u>
Payroll: _____	Batch No: _____
Authorised for Payment: _____	Date: _____
Input by: _____	Date: _____

rec'd 29/11 emailed 26/11

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

FOR ALLOWANCES FOR THE MONTH OF: December - January

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)	£	
20/11/15	4.30pm	5.30pm	Town Hall	Delivering CS Differently Meeting	Alison Alexander	10			
1/12/15	2pm	4pm	Town Hall	Health + Wellbeing Board		10		P	
3/12/15	5pm	8.45pm	"	Cabinet Briefing		10			
7/12/15	7pm	8.15pm	"	Big Society Panel		10			
15/12/15	6.30pm	10.30pm	Magnet Leisure Centre	Full Council		10.8			
16/12/15	10.0am	1pm	Easthampstead Baptist Church	BHFT Council of Governors (outside body)		20.2			
17/12/15	7.30pm	8.45pm	Guildhall	Cabinet		5.5			
22/12/15	4pm	5.30pm	Town Hall	Exec. Reference Group - Delivering CS Differently	Korraine Durrell	10			
8/1/16	4.30pm	5.30pm	"	IFSP Audit	Theresa Leary	10			
12/1/16	2pm	4pm	"	Legal Workshop - Delivering CS Differently	Korraine Durrell	10			
13/1/16	6pm	7.30pm	"	Drug & Alcohol Task + Finish Group Meeting	Claire Gentry	10			
14/1/16	9am	2pm	Coir Street Conference Centre, Windsor	Doing It Differently: Children's Services	Alison Alexander	5	18	80	
18/1/16	3.10pm	3.30pm	St Mary's House	DBS documents check for HR Conference	Nicki Craig	10			
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.						SUB TOTAL	131.5		
TOTALS CLAIMED						131.5			

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: 20.10.16

Signature of Member: [Redacted]

For Office Use Only

Democratic Services: [Redacted] Date: 27/01/16

Payroll: [Redacted] Input by: [Redacted] 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: Natasha Avery
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip):

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	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
						Mileage	£ P
15/10/15	5pm	9pm	Town Hall	Cabinet Briefing		✓ 10	
20/10/15	6:30	8pm	" "	Children's O&S		✓ 10	
21/11/15	6pm	8pm	" "	SACRE		✓ 10	
9/11/15	5:30pm	9:30pm	" "	Lead Member Briefing	Alison Alexander	✓ 10	
12/11/15	5pm	9:30pm	" "	Cabinet Briefing		✓ 10	
17/11/15	6:30pm		" "	Corporate Parents Forum	Tanya Lefkwich	✓ 10	
18/11/15	2:30pm	5pm	" "	Local Safeguarding board	Lesley Hartman	✓ 10	
19/11/15	5:30pm	7pm	" "	Days & Alcohol Review Task + Finish Group	Clare Gann	✓ 10	
24/11/15	6:30pm	8:30pm	Guildhall	Children's O&S	David Cook	✓ 55	
23/11/15	5pm	6pm	" "	Bright Ideas Challenge Prize Shortlisting	Andrew Green	✓ 55	
26/11/15	5:45	10pm	Town Hall	Cabinet		✓ 10	
SUB TOTAL						✓ 101	
TOTALS CLAIMED						✓ 101	

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: 26/11/15

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

Rec'd by us 01/10
No date for when rec'd in
members' MILEAGE CLAIM FORM

emailed 2/1/10
resort to B...

CLAIM BY COUNCILLOR: Natasha Airey
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)
FOR ALLOWANCES FOR THE MONTH OF: September 15

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

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

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 TO				PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
9/9/15	5pm - 8:30pm	Town Hall	Cabinet Briefing	Wendy/Karen	10	p
10/9/15	5pm - 6:30pm	"	Cabinet meeting w/ Chfy Constable		10	
15/9/15	6:30pm - 8:30pm	"	Children's O&S	David	10	
16/9/15	4:30pm - 5:30pm	Windsor Youth + Community Centre	Management Committee	Alison Alexander	3.6	
21/9/15	4pm - 5pm	York House	Lead Member Briefing	Andrew Green	5	
22/9/15	12:30pm - 1:30pm	Town Hall	Bright Idea Competition Launch		10	
22/9/15	7:30pm - 9:20pm	"	Full Council		10	
24/9/15	9am - 11am	"	Post Ofsted Improvement Plan Workshop		10	
24/9/15	5:45pm - 9:15pm	"	Cabinet Briefing		10	
25/9/15	5pm - 6:30pm	"	Lead Member Meeting	Alison Alexander + Lead Member from different LA	10	
				SUB TOTAL	88.6	
				TOTALS CLAIMED	88.6	

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.
 * Hairy Stanley as PA
 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..... 29/09/15

Signature of Member:.....
 Date: 14/10/15

For Office Use Only

Democratic Services:	Authorised for Payment:	Date:	Batch No:	Checked by:	Date:
Payroll:	Input by:				

emailed 28/8

Rec'd 28/8

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: N: AIR 64
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)
FOR ALLOWANCES FOR THE MONTH OF: **AUGUST**

PERIOD DATE	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		
	TIME FROM	TIME TO				PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)	£
3/8/15	4pm	5pm	Town Hall	lead member training - 1PMR	Hilary Hall ✓	10		
4/8/15	2pm	3pm	Town Hall	Audit of CS cases	Cath Carlin ✓	10		
10/8/15	4pm	5:30pm	" "	Lead Member Briefing	Alison Alexander ✓	10		
11/8/15	7pm	9:10pm	" "	Big Society Panel	✓	10		
12/8/15	2pm	5pm	Fitzwilliam House, Bracknell	BHT Governor Training	Fitzwilliam Rose, Bracknell ✓	18.6		
13/8/15	5pm	8:50pm	Town Hall	Cabinet Briefing	✓	10		
12/8/15	9:30am	10am	" "	Health Commissioning Meeting	Alison Alexander ✓	10		
14/8/15	3:30pm	4:30pm	Town Hall	Lead Member briefing - mental health	" ✓	10		
27/8/15	7:30 pm		Guildhall	Cabinet	✓	5.5		
28/8/15	3:30pm	4:30pm	St Mark's Hospital	Outside Body: BHT Windsor + Maidenhead	Governor Meeting ✓	12.4		
28/8/15	4 pm	5:30pm	Town Hall	Lead Member Briefing	✓	10		
20/8/15	10:15am	11:30am	Hurley Riverside	Youth Service Summer Programme	Helen Smith ✓	20.4		
				Lead Member Visit				
SUB TOTAL								
						126.9		
TOTALS CLAIMED						126.9		

VAT RECEIPT ATTACHED (YES) ~~(NO)~~
Please delete as appropriate

Date: 28/8/15

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

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

[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:

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

mailed 3/17

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: Natasha Airey

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

FOR ALLOWANCES FOR THE MONTH OF: July 2015

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)
1/7/15	4:30pm - 5:30pm	Town Hall	Bright Ideas Working Party	✓	10	f p
6/7/15	5:30pm - 7:30pm	" "	CMF (informing cabinet)	✓	10	
13/7/15	4pm - 5:30pm	" "	Lead Member Briefing	✓	10	
15/7/15	2:30pm - 5pm	" "	LSCB local safeguarding children's Board	✓	10	
16/7/15	5pm - 9pm	" "	Cabinet Briefing	✓	10	
22/7/15	5pm - 6pm	" "	Corporate Partnership Forum	✓	10	
27/7/15	10am - 11am	" "	Early Help offer Meeting	✓	10	
27/7/15	4pm - 5:30pm	" "	Lead Member Briefing	✓	10	
30/7/15	5:45pm - 7:30pm	" "	Cabinet	✓	70	
SUB TOTAL					90	
TOTALS CLAIMED					90	

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: 30/07/15

For Office Use Only	
Democratic Services:	Authorised for Payment:
Payroll:	Input by:
Date: <u>03/08/15</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: Natasha Avey
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payroll): [REDACTED]

FOR ALLOWANCES FOR THE MONTH OF: May + June 2015

PERIOD COVERED BY CLAIM DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY	REASON(S) FOR CLAIM	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED			
							PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)		
20/5/15	10.15am	12.30pm	Easthampstead Baptist Church	Beds NHS Council of Govs.			23.8			
28/5/15	7.30pm	9.30pm	Town Hall	Cabinet			10			
3/6/15	11.30am	12pm	"	CSE lead Member Briefing			10			
8/6/15	6pm	7pm	"	SACRE			10			
11/6/15	5pm	9pm	"	Cabinet Briefing			10			
15/6/15	4pm	5.15pm	"	SEN LM Briefing		Debbie Verity	10			
17/6/15	4.35pm	5.45pm	"	lead Member Briefing - Commissioning		Hilary Hall	10			
18/6/15	6.30pm	6pm	Guildhall	Windsor Town Forum			5.5			
22/6/15	4pm	6pm	Town Hall	Joint lead Member Briefing		Alison Alexander	10			
SUB TOTAL								99.3		
TOTALS CLAIMED								99.3		

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 full receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

YES/NO*
 *Please delete as appropriate

Date: 28/06/15

Signature of Member: [REDACTED]

For Office Use Only				
Democratic Services:	Authorised for Payment:	Date: <u>16/7/15</u>	Checked by:	Date:
Payroll:	Input by:	Batch No:		