

# 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: Clw. Clwiskwie. BATESON.  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: April 2016

PERIOD COVERED BY CLAIM		PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY	REASON(S) FOR CLAIM	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO				PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
4/4/16.		Townhall. (M)	Briefing for WRDC Panel. ✓ JS		27.	£ P
6/4/16.		Wraybury Primary School	WRDC Panel. ✓		22.	
14/4/16		Town Hall.	Chris Wilson head members Planning ✓ CR		27.	
14/4/16		"	Cabinet Briefing ✓		27.	
19/4/16		Guildhall.	LPWG Panel. ✓		16.	
20/4/16.		Townhall.	Cabinet Participatory Budget Sub-Committee ✓		27.	
26/4/16.		Library Maidenhead.	King & Country: Event. ✓	} Hawk Taylor.	30	
26/4/16.		<del>Street</del> Guildhall	Council. ✓			
28/4/16.		Town Hall.	Meeting with Jennifer Jackson ✓ JS		27.	
28/4/16.		Guildhall.	Cabinet. ✓		16	
SUB TOTAL					219	
TOTALS CLAIMED					219	

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.]

YES / ~~NO~~ \*  
 \*Please delete as appropriate  
 Date: 2/5/16

Signature of Member: [Signature]

For Office Use Only

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

# 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: Ms Christine BATESON  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: March 2016

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)	
1/3/16			Town Hall (H)	Training: Travellers Encampment	Enforcement	27	£	
2/3/16			"	Chris Hillon - Planning Briefing	(head members meeting)	27	P	
3/3/16			Asot Racecourse	Chris Hillon CIL Briefing		-		
7/3/16			Town Hall	LBWP meeting		27		
8/3/16			"	Rural Forum		27		
9/3/16			Old Windsor	WRDC Panel		16		
16/3/16			Town Hall	Social Enterprise meeting	Andrew Green	27		
16/3/16			Town Hall	NPlan Briefing	Robert Paddison	27		
17/3/16			"	Chris Hillon head members meeting		27		
22/3/16			Guildhall	Parish Conference		27	16	
22/3/16			Town Hall	Social Enterprise	Chayib Dnyan	27		
24/3/16			Guildhall	Social Enterprise meeting	"	27	16	
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.						SUB TOTAL	216 + 16	
						TOTALS CLAIMED	264	

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: 2/5/16

Signature of Member: .....

For Office Use Only

Democratic Services:	Authorised for Payment:
Payroll:	Input by:
Date: <u>26/5/16</u>	Date: .....
Batch No: .....	Checked by: .....



# 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: Christine Balson  
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: February 2016

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)
23/2/16.			Town Hall	Full Council	27.	
24/2/16			"	LBPW Group	27.	
25/2/16.			Greenhall	Cabinet	27	
29/2/16.			Town Hall	N. Plans Robert Paddison ✓ RP	27	
4/2/16			"	Chris Wilson - Bringing <del>Plan</del> Planning (lead members) ✓ CR	27	
18/2/16.			"	"	27.	
				"		
SUB TOTAL					151	
TOTALS CLAIMED					151	

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: 2/3/16

Signature of Member: Christine Balson  
 For Office Use Only  
 Democratic Services: \_\_\_\_\_ Date: 26/5/16  
 Payroll: \_\_\_\_\_ Input by: \_\_\_\_\_  
 Checked by: \_\_\_\_\_

# 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: Clw. Christine BATESON  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: February 2016

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)	
<del>1/2/16</del>									
1/2/16			Town Hall (H)	Briefing on Vo cue N Plan	Robert Paddison ✓ SP		27	£	
2/2/16			Town Hall (H)	local Borough Plan Working Group			27		
8/2/16			York House	Windsor Chamber of Commerce Budget			16		
8/2/16			Town Hall (H)	Briefing R.WDC Panel	✓ 53		27		
9/2/16			Town Hall (H)	Cabinet Briefing			27		
10/2/16			Holy Trinity - Sunningdale	R.WDC Panel			—		
11/2/16			Town Hall	Cabinet (Budget)			27		
15/2/16			" "	N Plan Briefing on Vo cue	Robert Paddison ✓ SP		27		
16/2/16			" "	Social Enterprise	✓ PH		27		
17/2/16			" "	Agenda Parish Conference		Haydn Hynjan	27		
18/2/16			" "	Sub Participatory Committee			27		
22/2/16			" "	Grants Panel			27		
PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.							SUB TOTAL	286	
							TOTALS CLAIMED	286	

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 identifying the amount paid for fuel.]

VAT RECEIPT ATTACHED

YES / ~~NO~~

\*Please delete as appropriate  
 Date: 2/5/16

Signature of Member: Christine Bateson

For Office Use Only	Date: <u>26/5/16</u>	Checked by: _____
Democratic Services:	Authorised for Payment:	
Payroll:	Input by:	

# MEMBERS' MILEAGE CLAIM FORM 1

## ROYAL BOROUGH OF WINDSOR AND MADDENHEAD CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Christine Bateson  
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: January 2016

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)
7/1/16		Town Hall	Planning meeting of officers	Chris Killen	27	
12/1/16		Town Hall	Gravels Panel		27	
13/1/16		Wrayisbury	Windsor Rural Planning Panel		22	
14/1/16		Town Hall	Cabinet Briefing		27	
18/1/16		"	Neighbourhood Plan Briefing - Officers	Robert Paddison	27	
19/1/16		"	High LB Working Group		27	
20/1/16		"	Big Society Briefing	David Scott / Hogit	27	
25/1/16		"	Parking Strategy Workshop	Neil Walters	27	
27/1/16		"	One to One Russell	Alison Alexander	27	
28/1/16		"	ATRB. with Shanna Hitchin		27	
		"	Cabinet		27	
SUB TOTAL					292	
TOTALS CLAIMED					292	
VAT RECEIPT ATTACHED					YES / NO *	

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.]

Signature of Member: .....  
Date: 1/2/16

For Office Use Only

Democratic Services: Authorised for Payment: Input by: \_\_\_\_\_ Date: 15/2/16

Payroll: \_\_\_\_\_ Date: \_\_\_\_\_

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: Mr. Anisvin Bateson.  
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: December 2015.

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)
1/12/15.			Town Hall.	One to One Ann Trotter.		27		p
7/12/15.			"	Pre meeting Borough local Plan Briefing.		27		
7/12/15.			"	Neighbour Plan meeting & Team.		27		
8/12/15.			"	Big Society meeting		27		
10/12/15.			"	Borough Local Plan meeting (LW&E)		27		
15/12/15.			"	Election Post meeting	David Scott	27		
17/12/15			Wesmore Lane Magdall. Council.	Gill Partridge	27			
			Guildhall.	Carriwell.		16.		
SUB TOTAL						178		
TOTALS CLAIMED						270		
VAT RECEIPT ATTACHED						<del>178</del> 448		

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. covered

[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: [Signature] Date: 20/12/15  
 \*Please delete as appropriate

For Office Use Only	Date: _____
Democratic Services: _____	Batch No: _____
Payroll: _____	Date: <u>13/01/16</u>
Authorized for Payment: _____	Checked by: _____
Input by: _____	Date: _____

**MEMBERS' MILEAGE CLAIM FORM**

enclosed out 6/11

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**  
 CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Christine Bateson  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: November 2015

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)	£	p
4/11/15			Town Hall	Rural Forum	Shayla Huggan	✓	27		
9/11/15			"	Neighbourhood Plan Team meeting	Chris Hutton	✓	27		
10/11/15			"	L.B. Plan Working Group	"	✓	27		
12/11/15			"	One to one meeting (Chris Hutton)	Chris Hutton	✓	27		
16/11/15			"	Rural Development Control Tech Meeting	Sarah Smith	✓	27		
16/11/15			"	Planning + Housing ops		✓	27		
17/11/15			"	One to one Chris Hutton		✓	27		
24/11/15			"	Visit Windsor N/Plan	Planning Policy Team	✓	27		
26/11/15			"	N. Plan Team (Officers) Briefing	Chris Hutton	✓	27		
26/11/15			"	One to one Jenny Jackson Planning Meeting	Jenny Jackson	✓	27		
26/11/15			"	Cabinet		✓	27		
<b>SUB TOTAL</b>							270		
<b>TOTALS CLAIMED</b>									

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: 20/12/15

Signature of Member: 

For Office Use Only

Democratic Services: \_\_\_\_\_  
 Payroll: \_\_\_\_\_

Authorised for Payment: \_\_\_\_\_  
 Input by: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 13/01/16

Batch No: \_\_\_\_\_

Checked by: \_\_\_\_\_

Date: \_\_\_\_\_



**MEMBERS' MILEAGE CLAIM FORM**

**WINDSOR AND MAIDENHEAD**

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

CLAIM BY COUNCILLOR: *Cllr. Christine Bateson*

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

FOR ALLOWANCES FOR THE MONTH OF: *October 2016*

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)
<i>28/10/16</i>			<i>Town Hall</i>	<i>Kevin Misk briefing</i>	<i>Kevin Misk</i>	<i>27</i>	<i>p</i>
<i>29/10/15</i>			<i>"</i>	<i>Christy Wilson Planning Briefing</i>	<i>Christy Wilson</i>	<i>27</i>	
<i>29/10/16</i>			<i>Braywood Hall Bray</i>	<i>Council</i>		<i>19</i>	
<b>SUB TOTAL</b>							
<b>TOTALS CLAIMED</b>						<i>73</i>	
<b>VAT RECEIPT ATTACHED</b>							
<b>TOTALS CLAIMED</b>						<i>73</i>	

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.)

Signature of Member: *Christine Bateson*      Date: *2/11/16*

For Office Use Only	Democratic Services:	Authorised for Payment:	Date: <i>9/11/15</i>
Payroll:		Input by:	Batch No: _____
			Checked by: _____

\*Please delete as appropriate

**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: Christine BATESON  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip) .....

FOR ALLOWANCES FOR THE MONTH OF: October 2015

PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM		PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED	
DATE FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
11/10/15.		Town Hall.	Parish Conference.	Ben Smith	27	p
18/10/15.		"	Devra Meeting / Highways.	Mark Shepherd.	27.	
12/10/15.		Guildhall.	Windsor Accommodation (A. House)		16	
15/10/15		Wraysbury.	Ferry Island (Site Visit) Planning	Andy Strat Smith	22	
15/10/15.		Town Hall.	Cabriel Briefing		27.	
15/10/15.		"	Bidding Planning	Chris Mellon / Gill Partners	27.	
19/10/15.		"	Bidding Agenda Rural Forum.	Hayjet Hunjan	27.	
19/10/15.		Wraysbury.	Site Visit 94A Kelly Rd.	Simon Rowberry.	22.	
21/10/15.		Town Hall	Cabriel P. B. Sub Committee		27.	
22/10/15.		"	Meeting with Planning Director.	ATRB with Coun Team. Oliver Alexander	27.	
26/10/15.		"	Neighbourhood Plan Bi-week	Peter Kenner / Paul	27.	
27/10/15		"	Social Enterprise Meeting.	Hayjet Hunjan	27.	
<b>SUB TOTAL</b>					<b>303</b>	
<b>TOTALS CLAIMED</b>					<b>303</b>	

**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: Christine Bateson Date: 2/11/15

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

# MEMBERS' MILEAGE CLAIM FORM

## AL BOROUGH OF WINDSOR AND MAIDENHEAD

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

CLAIM BY COUNCILLOR: Ally Christine BATESON  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: September 2015

PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM TO		PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
PLACE WHERE DUTY WAS PERFORMED		DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	
20/09/15		Townhall	Sulpa Monck ✓	27. £ p
21/09/15		"	Peber hearnes / P. Gill ✓	27
22/09/15		"	Council ✓	27
24/09/15		"	Capwell ✓	27
29/09/15		"	King & Country Meeting ✓	27
SUB TOTAL				135
TOTALS CLAIMED				135

**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: 2/11/15

For Office Use Only	
Demographic Services: [Redacted]	Date: <u>9/11/15</u>
Payroll: [Redacted]	Batch No: [Redacted]
Authorised for Payment: [Redacted]	Checked by: [Redacted]
Input 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: Ms Christine Bateson  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: August 2015

PERIOD COVERED BY CLAIM		REASON(S) FOR CLAIM		PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED	
DATE FROM	DATE TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY		PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
27/08/15		Guildhall	Cabinet		✓ 16 Mileage	
3/08/15		Town Hall (H.)	BLP Working Group	Phillip Gill (P)	✓ 27	
4/08/15		Wraybury	M Wraybury Village Hall (N. Plan)	Chris Hallow (P)	✓ 22	
6/08/15		Town Hall	Bi-monthly meeting NP/Planning	Chris Hallow (P)	✓ 27	
6/08/15		Guildhall	Windsor (Yorkshire Accommodation)	Clark Shephard	✓ 16	
11/08/15		Town Hall	Big Soc Panel		✓ 27	
13/08/15		"	Cabinet Briefing		✓ 27	
18/08/15		Tennygrove Farm	Bray Neighbourhood Plan (Visit)	Chris Hallow partner	✓ 22	
19/08/15		Town Hall	Cabinet Participatory B. Sub Com.		✓ 27	
20/08/15		"	Employment Panel		✓ 27	
24/08/15		"	Grants Panel		✓ 27	
25/08/15		"	Grow our Own meeting	Hayden Wynn	✓ 27	
26/08/15		Old Windsor	Windsor Rural DC Panel	Chris Hallow	✓ 17	
SUB TOTAL					✓ 309	
TOTALS CLAIMED					✓ 309	

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: 2 Nov 2015

For Office Use Only	
Democratic Services:	Authorised for Payment:
Payroll:	Input by:
Date:	Date: <u>9/11/15</u>
Batch No:	Checked by:
Signature of Member: <u>Ms Bateson</u>	Date: <u>2 Nov 2015</u>

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: Ms Christine Babson  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: July 2015

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)
1/07/15			Old Windsor	Planning RDC Panel		16	p
7/07/15			Town Hall	Design ATRB	Kouisa / Shauna Mitchell	27	
9/07/15			"	Andrew Elkington, Big Soc		27	
15/07/15			"	Special Planning RDC Panel		27	
16/07/15			"	Cabinet Briefing		27	
23/07/15			"	One to One & Director of Planning	Chris Helton	27	
27/07/15			"	Neighbour Plan & Officers	Peter Bennett	27	
28/07/15			Windsor, Maidenhead	Full Council		27	
30/07/15			Maidenhead	Cabinet		27	
21/07/15			Maidenhead	Social Enterprise	Harjit Myran	27	
SUB TOTAL						259	
TOTALS CLAIMED						259	
VAT RECEIPT ATTACHED						YES / NO*	

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.

Signature of Member: Christine Babson Date: 20/07/15

(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.)

\*Please delete as appropriate

For Office Use Only	Date: <u>03/08/15</u>	Checked by: _____
Democratic Services:	Batch No: _____	Date: _____
Payroll:	Input by: _____	Date: _____
Authorised for Payment:		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: Christine Baker  
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: June 2015

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) £ p
2/06/15			Town Hall (H)	Evans Panel	Wendy Burrell	27	
3/06/15			YovK House	Technical Meeting Planning	Sarah Smith		
2/06/15			Town Hall	Diagna Carba	Clark Taylor	16	
4/06/15			Guild hall	Training: Learning		27	
8/06/15			"	"		16	
11/06/15			Town Hall	Big Society Panel		16	
11/06/15			"	Agenda setting & DAC	Harjit Hunjan	27	
1/06/15			"	Cabinet Briefing		27	
29/06/15			"	N. Plan & Officers	Peter Jenner / <del>Pat Bellenger</del>	27	
			Windsor	Parish Conference		16	
SUB TOTAL						199	
TOTALS CLAIMED						199	

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: 23/07/15

Signature of Member: [Signature]

For Office Use Only	Date: <u>03/08/15</u>	Checked by:
Democratic Services:	Authorised for Payment:	Date:
Payroll:	Input 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: Christine Baleson  
COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip): .....

FOR ALLOWANCES FOR THE MONTH OF: MAY 2015

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) £ p
07/05/15			St. T. Hall.	N. Plan meeting with Officers	Ian Ballinger	27.	
11/05/16			Windsor.	Magna Carta		16	
12/05/16			T. Hall.	Photo Session Magna Carta.	Mark Taylor	27.	
14/05/15			" "	Cabinet Briefing	Karen Shepherd	27.	
18/05/15			" "	N. Plan meeting & Officers	Ian Ballinger	27.	
26/05/15			Guildhall/Yorkster	Magna Carta meeting	Mark Taylor	16	
28/05/15			Town Hall.	One to One Andrew Elkington.		27.	
13/05/15			" "	Caburek		27.	
18/05/15			Town Hall.	Training Induction		27.	
19/05/16			" "	"		27.	
20/05/16			Town Hall.	Training Planning		27.	
			Guildhall.	"		27	
SUB TOTAL						291	

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.]

TOTALS CLAIMED 291  
VAT RECEIPT ATTACHED 291

Signature of Member: ..... Date: 23/07/15

\*Please delete as appropriate

For Office Use Only	Democratic Services:	Authorised for Payment	Checked by:
Payroll:	Input by:	Date: <u>29/7/15</u>	Date: .....
		Batch No:	Date: .....