

CO-OPTED MEMBER TRAVELLING AND SUBSISTENCE AND EXPENSES CLAIM FORM

Q'1w32eef

Co-opted Member Name:	Alexander Roberts	<u>Vehicle Reg.</u>	[redacted]	Month Ending:	01/2022
Address:	[redacted]	<u>Engine Size</u>	[redacted]	Post Code:	[redacted]
		<u>Fuel Type</u>	[redacted]		

Date of Meeting	Start & End of Duty Place e.g. Home	Time of Meeting		Location (Place) of Duty e.g. Civic Centre	Description of Approved Duties Name of meeting please indicate with (C) if you Chaired the meeting	Travel by own vehicle		Allowance Claimed (Column 7x8)		Set by IRPW (See Rates Below)		Totals (Column 9+10)	
		Start	End			Miles	Rate	£	p	£	p	£	p
		(3)	(4)			(7)	(8)	(9)	(10)	(11)	(11)		
21.10.2021	Home	16:00	17:30	MS Teams	Education Scrutiny Panel		45p			105		105	
16.11.2021	Home	16:00	18:30	MS Teams	Scrutiny Programme Committee		45p			105		105	
18.11.2021	Home	16:00	17:00	MS Teams	Education Scrutiny Panel		45p			105		105	
14.12.2021	Home	16:00	18:00	MS Teams	Scrutiny Programme Committee		45p			105		105	
18.01.2022	Home	16:00	18:00	MS Teams	Scrutiny Programme Committee		45p			105		105	

Co-opted Member Allowance Rates (As set by the Independent Remuneration Panel for Wales (IRPW)):										Amount Claimed: 525	
Chair of Audit /Standards Cttee: > 4 hrs = £268 < 4 hrs = £134					Other Ordinary Co-opted Member: > 4 hrs = £210 < 4 hrs = £105						

A) I declare that I have necessarily incurred expenditure on travelling and subsistence for the purpose of enabling me to perform approved duties as a Co-opted Member of this Authority and that I have actually and necessarily incurred the actual mileage in column 7 above. The amounts claimed are in accordance with the rates determined by the Independent Remuneration Panel for Wales.

B) I declare that the statements above are correct. Except as shown above I have not made, and will not make, any claim under any enactment for travelling or subsistence expenses in connection with the duties indicated above.

C) If using a private vehicle whilst on Council business, Co-Opted Members should ensure that they have a valid driving licence, MOT and comprehensive vehicle insurance specifically including business and commuting use.

D) An e-mail from the Co-opted Member will be accepted as a signature providing the name of the Co-opted Member is included.

For Office Use

Checked by: **DC**

[redacted]

Date 20 January 2022	Signature of Co-opted [redacted]	Month Paid: _____
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