

CO-OPTED MEMBER TRAVELLING AND SUBSISTENCE ALLOWANCES CLAIM FORM

Co-opted Member Name:	P. A. O' CONNOR	Vehicle Reg.	[REDACTED]	Month Ending:	31 MAY 22
Address:	[REDACTED]	Engine Size	Post Code:	[REDACTED]
		Fuel Type (e.g. Petrol/Diesel)		

Date of Meeting (1)	Start & End of Duty Place e.g. Home (2)	Time of Meeting Start End (3) (4)		Location (Place) of Duty e.g. Civic Centre (5)	Description of Approved Duties Name of meeting please indicate with (C) if you Chaired the meeting (6)	Travel Allowances				Co-opted Member Allowance Rate		Totals (Column 9+10) (11)	
		Travel by own vehicle				Allowance Claimed (Column 7x8) (9)		Set by IRPW (See Rates Below) (10)					
		Miles (7)	Rate (8)							£	p		
		£	p			£	p	£	p				
16/5/22	Home	10:00	11:01	Home	Compulsory training		45p			134	00	134	00
17/5/22	Home	12:00	12:30	Home	Chief Exec requested meeting		45p						
31/5/22	Home	10:30	12:00	Guildhall	Training for G&A Committee		45p			134	00	134	00
31/5/22	Guildhall	1:30	3:30	Guildhall	Governance & Audit Committee		45p						
							45p						
							45p						
							45p						
							45p						
							45p						
							45p						
							45p						
							45p						

Co-opted Member Allowance Rates (As set by the Independent Remuneration Panel for Wales (IRPW)):			Amount Claimed:	268 00
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:

Payroll No: [REDACTED]

Date 31/5/2020	Signature of Co-opted Member [REDACTED]	Month Paid: _____
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