

Great Hinton Parish Council Expense Claim Form

Folio Number

Claimant:

Tekla Hicks

Claim Date:

31.07.2025

Item	Miles at rate per				Description of expense (Receipts to be attached in all cases)					
	Total	VAT	Net	mile	Travel	Stationery	Printing	Postage	Allowance	Other 2
	££.pp	££.pp	££.pp		££.pp	££.pp	££.pp	££.pp	££.pp	££.pp
1	14.40	0.00	14.40	£0.45	14.40					
2	54.00	0.00	54.00	32					54.00	31.07.25
3	10.00	0.00	10.00			5.00	5.00			31.07.25
4	5.99	0.00	0.00						5.99	31.07.25
5	84.99	0.00	84.99						84.99	31.07.25
					Enter NET excluding VAT values below					
					WFH allowance £6p/w x 9 wks					
					stationery					
					Defib Torch					
					Microsoft renewal					

Total Claimed 169.38 0.00 163.39

Net 14.40 Net 5.00 Net 5.00 Net 0.00 Net 54.00 Net 90.98

Checked by

Name:	
Date	

01/06/2025	Noticeboard	8
04/06/2025	Noticeboard	8
03/07/2025	Agenda	8
10/07/2025	Meeting	8
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