

## LEWKNOR PARISH COUNCIL

## Clerk's Expenses

Year ending 31 March 2021

Date	Purpose	Route	Miles	Casual Users Rate (£/mile)	VAT rate	HMRC advisory rate	VAT element of mileage	VAT element	Claim Total	Date authorised
02 Apr 2020	Delivery banking documents	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.11	0.01833	£0.15	£3.60	
22 Apr 2020	Delivery of invoices	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.11	0.01833	£0.15	£3.60	
29 Apr 2020	Delivery banking documents	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.11	0.01833	£0.20	£4.95	
06 May 2020	Delivery of agendas etc	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.11	0.01833	£0.20	£4.95	
13 May 2020	Collections of documents	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.11	0.01833	£0.15	£3.60	
18 May 2020	Delivery banking documents	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.11	0.01833	£0.15	£3.60	
03 Jun 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.11	0.01833	£0.20	£4.95	
11 Jun 2020	Noticeboard inspection	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.09	0.01500	£0.17	£4.95	
08 Jul 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.09	0.01500	£0.17	£4.95	
13 Jul 2020	Delivery of cheques for signing	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.09	0.01500	£0.12	£3.60	
14 Jul 2020	Audit notices & cheques	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.09	0.01500	£0.17	£4.95	
20 Jul 2020	Delivery of banking letter	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.09	0.01500	£0.12	£3.60	
29 Jul 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.09	0.01500	£0.17	£4.95	
									<u>£56.25</u>	03 Aug 2020
06 Aug 2020	Delivery of bank letters	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.09	0.01500	£0.12	£3.60	
11 Aug 2020	Bank & planning appeal letters	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.09	0.01500	£0.12	£3.60	
09 Sep 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
14 Oct 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
18 Oct 2020	Delivery of bank documents	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.10	0.01667	£0.13	£3.60	
21 Oct 2020	Delivery of bank documents	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.10	0.01667	£0.13	£3.60	
25 Oct 2020	Display of audit conclusion	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
11 Nov 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
26 Nov 2020	Display of school notice	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
08 Dec 2020	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
									<u>£44.10</u>	14 Dec 2020
06 Jan 2021	To display agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
29 Jan 2021	Grant application signature	Chinnor-Lewknor-Chinnor	8	£0.45	20.00%	£0.10	0.01667	£0.13	£3.60	
03 Feb 2021	To display agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
18 Feb 2021	To display notices	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
03 Mar 2021	Delivery of agendas	Chinnor-Lewknor-Postcombe-Chinnor	11	£0.45	20.00%	£0.10	0.01667	£0.18	£4.95	
									<u>£23.40</u>	8th Mar 2021