

### Clerk's Expenses

Year ending 31 March 2025

|               |                                    |                                   | Casual | HMRC          | VAT      |               |                    |             |             |                   |
|---------------|------------------------------------|-----------------------------------|--------|---------------|----------|---------------|--------------------|-------------|-------------|-------------------|
|               |                                    |                                   | Users  |               |          |               |                    |             |             |                   |
| Date          | Purpose                            | Route                             | Miles  | Rate (£/mile) | VAT rate | advisory rate | element of mileage | VAT element | Claim Total | Date authorised   |
| 01 Apr 2024   |                                    |                                   |        |               |          |               |                    |             |             |                   |
| 10 Apr 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 15 Apr 2024   | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 08 May 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 13 May 2024   | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 31 May 2024   | Display Notice of Public Rights    | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 07 Jun 2024   | To display General Election notice | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 12 Jun 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 17 Jun 2024   | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 05 Jul 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
|               |                                    |                                   |        |               |          | £0.14         |                    |             | £40.50      | 10th July 2024    |
| 10 Jul 2024   | Parish council meeinging           | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 14 Jul 2024   | Taking down Public Rights Notice   | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 18 Jul 2024   | Solar farm public meeting          | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 26 Jul 2024   | To display clerk job advert        | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 14 Aug 2024   | Agendas & solar panel meeting      | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 14 Aug 2024   | Residents meeting re solar farm    | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 16 Aug 2024   | Solar panels & finance meetings    | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 22 Aug 2024   | Display Conclusion of Audit notice | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.26       | £4.95       |                   |
| 29 Aug 2024   | Grant application meeting          | Chinnor-Postcombe-Chinnor         | 8      | £0.45         | 20.00%   | £0.14         | 0.02333            | £0.19       | £3.60       |                   |
| 04 Sep 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 09 Sep 2024   | Parish council meeting             | Chinnor-Postcombe-Chinnor         | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 19 Sep 2024   | Energy audit at village hall       | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 09 Oct 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 12 Oct 2024   | Clerk interview                    | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 14 Oct 2024   | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 06 Nov 2024   | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 11th Nov 2024 | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 4th Dec 2024  | Delivery of agenda                 | Chinnor-Lewknor-Postcombe-Chinnor | 11     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.24       | £4.95       |                   |
| 9th Dec 2024  | Parish council meeting             | Chinnor-Lewknor-Chinnor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
|               |                                    |                                   |        |               |          |               |                    |             | £79.20      | 9th December 2024 |
| 7th Nov 2024  | Handover meeting with Barbara      | Lewknor-Chinnor-Lewknor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 11th Nov 2024 | Parish Council Meeting             | Lewknor-Village Hall-Lewknor      | 1      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.02       | £0.45       |                   |
| 20th Nov 2024 | Handover meeting with Barbara      | Lewknor-Chinnor-Lewknor           | 8      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.17       | £3.60       |                   |
| 27th Nov 2024 | Handover meeting with Barbara      | Crowmarsh - Chinnor - Lewknor     | 17     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.37       | £7.65       |                   |
| 11th Dec 2024 | Handover meeting with Barbara      | Crowmarsh - Chinnor - Lewknor     | 17     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.37       | £7.65       |                   |
| 8th Jan 2025  | Delivery of agenda                 | Lewknor-Postcombe-Lewknor         | 4.8    | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.10       | £2.16       |                   |
| 13th Jan 2025 | Parish Council Meeting             | Lewknor - Village Hall - Lewknor  | 1      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.02       | £0.45       |                   |
| 30th Jan 2025 | Lloyds Bank                        | Lewknor - Thame - Lewknor         | 13     | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.28       | £5.85       |                   |
| 05 Feb 2025   | Delivery of agenda                 | Lewknor-Postcombe-Lewknor         | 4.8    | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.10       | £2.16       |                   |
| 10th February | Parish Council Meeting             | Lewknor-Village Hall-Lewknor      | 1      | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.02       | £0.45       |                   |
| 04 Mar 2025   | Delivery of agenda                 | Lewknor-Postcombe-Lewknor         | 4.8    | £0.45         | 20.00%   | £0.13         | 0.02167            | £0.10       | £2.16       |                   |
|               |                                    |                                   |        |               |          |               |                    |             | £36.18      | 10th March 2025   |