

Coulston Parish Council Expense Claim Form

Folio Number

Claimant:

Claim Date:

Item	Total	VAT	Net	Miles at rate per mile	Travel	Stationery	Printing	Postage	Other 1	Other 2	Date	Description of expense (Receipts to be attached in all cases)
	££.pp	££.pp	££.pp	£0.45	££.pp	££.pp	££.pp	££.pp	££.pp	££.pp		
1	270	000	270	6	270							
Enter NET excluding VAT values below												
2	5400	000	5400						5400		28.02.2026	9 wks x £6 WFH to 30.04.2026
3	2000	000	2000			1000	1000				30.04.2026	Stationery supplies
4	8499	000	8499						8499		06.03.2026	Microsoft Renewal
5	000	000	000									
6	000	000	000									
7	000	000	000									
8	000	000	000									
9	000	000	000									
10	000	000	000									
11	000	000	000									
12	000	000	000									
13	000	000	000									
14	000	000	000									
15	000	000	000									
Total Claimed	<u>16169</u>	<u>000</u>	<u>16169</u>		<u>270</u>	<u>1000</u>	<u>1000</u>	<u>000</u>	<u>13899</u>	<u>000</u>		
					Net	Net	Net	Net	Net	Net		

Checked by

Name:	<input type="text"/>
Date	<input type="text"/>

Mileage
 03.03.2026 Meeting 3
 28.04.2026 Agenda 3
 6

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Subscription Information

Subscription: Microsoft 365 Personal

Order Number: fd7b50a4-4eea-462e-9611-fceac63c2

Plan Price: GBP 84.99 including taxes/1 year

Renewal Date: 06 March 2027

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