

Clerk's rates of expenses for approval at the Parish Council meeting on 3rd March 2026

- **Printing:** **double sided A4 – 11p per sheet**
 single sided A4 – 6p
 single sided A4 colour –10p
 single sided A3 colour – 20p

- **Laminating:** **A3 – 70p per sheet**
 A4 – 40p per sheet

- **Postage:** **standard advertised cost of stamps**

- **Envelopes:** **DL envelope – 8p**
 C6 envelope – 5p
 C5 envelope – 6p
 C4 envelope – 13p

- **Mileage** **45p per mile as per HMRC guidelines**

Lawrence Wootten

Clerk/RFO to Claydon with Clattercote Parish Council

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20th February 2026