

Board Secretary- Expenses Register - 2019/20 (01 April 2019– 30 September 2019)

Advisor to the Board: Michelle Crotty													
Date*	Purpose	UK Travel	UK accommo- dation	UK subsistence (food & beverages)	UK taxis	UK hospitality	UK car parking/ tolls/ congestion charges	UK other expenses	Overseas travel	Overseas accommo- dation	Overseas subsistence (food & beverages)	Overseas hospitality	TOTAL
03/04/2019	Taxi				9.80								9.80
16/04/2019	Rail	41.50											41.50
16/04/2019	Ferry							7.20					7.20
16/04/2019	Taxi				10.20								10.20
16/04/2019	Taxi				5.00								5.00
05/06/2019	Taxi				16.60								16.60
10/06/2019	Hotels		68.75										68.75
10/06/2019	Rail	61.40											61.40
10/06/2019	Taxi				25.00								25.00
11/06/2019	Taxi				12.20								12.20
18/06/2019	Hotels		106.50										106.50
18/06/2019	Rail	56.75											56.75
18/06/2019 ¹	Rail	56.75											56.75
18/06/2019	Taxi				18.00								18.00
19/06/2019	Rail	29.00											29.00
19/06/2019 ¹	Rail	29.00											29.00
19/06/2019	Taxi				5.00								5.00
19/06/2019	Taxi				5.00								5.00
19/06/2019 ²	Rail	112.50											112.50
26/06/2019	Hotels		144.00										144.00
26/06/2019	Rail	218.00											218.00
26/06/2019	Taxi				7.00								7.00
26/06/2019	Subsistence			12.00									12.00
April – June Total:		604.90	319.25	12.00	113.80	0.00	0.00	7.20	0.00	0.00	0.00	0.00	1057.15
01/07/2019	Hotel		140.00										140.00
02/07/2019	Hotel		190.08										190.08
02/07/2019	Rail	175.00											175.00
03/07/2019	Hotel		75.00										75.00
03/07/2019	Rail	38.55											38.55
04/07/2019	Rail	55.20											55.20
24/08/2019	Rail	91.50											91.50
24/08/2019	Subsistence			103.00									103.00
July – September Total:		360.25	405.08	103.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	868.33

* Expenses are reported in the month in which they were incurred. Any retrospective claims are marked with explanatory footnotes.

¹ Duplicate rail ticket to be refunded.

² Booking error which has been reimbursed.