

**SENIOR STAFF EXPENSES** Quarter 2 2019-20 (Nov, Dec, Jan 2020)

<b>Name</b>	Bryn Morris		
<b>Job title</b>	Registrar and Secretary		
<b>Date incurred</b> (DD Month)	<b>Amount £</b> (see note 1 below)	<b>Expense Type</b> (see note 2 below)	<b>Reason for expenditure</b> (see note 3 below)
2019/20			
28-Nov	£398.85	Entertainment	The Times Higher Awards Event**
13-Dec	£50.40	Mileage	Working in Southend
13-Dec	£6.70	Car Parking	Working in Southend
<b>2020</b>			
24-Jan	£50.40	Mileage	Meeting with Southend Borough Council Chief Exec & working in Southend
24-Jan	£6.70	Car Parking	Meeting with Southend Borough Council Chief Exec & working in Southend
30-Jan	£50.40	Mileage	New Staff Induction Meeting in Southend
30-Jan	£2.50	Car Parking	New Staff Induction Meeting in Southend

\*\*Not out of pocket'