## SENIOR STAFF EXPENSES  Quarter 2 2018-19 (November, December 2018 and January 2019)

<table>
<thead>
<tr>
<th>Date incurred (DD Month)</th>
<th>Amount £ (see note 1 below)</th>
<th>Expense Type (see note 2 below)</th>
<th>Reason for expenditure (see note 3 below)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/11/2018</td>
<td>£304.61</td>
<td>Flights</td>
<td>YUFE Meeting Rome*</td>
</tr>
<tr>
<td>11/11/2018</td>
<td>£9.99</td>
<td>IT equipment</td>
<td>Replacement Adaptor, YUFE Meeting Rome</td>
</tr>
<tr>
<td>11/11/2018</td>
<td>£5.17</td>
<td>Subsistence</td>
<td>Lunch, YUFE Meeting Rome*</td>
</tr>
<tr>
<td>11/11/2018</td>
<td>£10.54</td>
<td>Subsistence</td>
<td>Dinner, YUFE Meeting Rome*</td>
</tr>
<tr>
<td>11/11/2018</td>
<td>£60.50</td>
<td>Taxi</td>
<td>YUFE Meeting Rome*</td>
</tr>
<tr>
<td>13/11/2018</td>
<td>£27.66</td>
<td>Taxi</td>
<td>YUFE Meeting Rome*</td>
</tr>
<tr>
<td>13/11/2018</td>
<td>£144.78</td>
<td>Accommodation</td>
<td>YUFE Meeting Rome*</td>
</tr>
<tr>
<td>15/11/2018</td>
<td>£5.60</td>
<td>Taxi</td>
<td>Leading Greater Essex Meeting, Chelmsford</td>
</tr>
<tr>
<td>15/11/2018</td>
<td>£5.40</td>
<td>Taxi</td>
<td>Leading Greater Essex Meeting, Chelmsford</td>
</tr>
<tr>
<td>15/11/2018</td>
<td>£9.20</td>
<td>Parking</td>
<td>Leading Greater Essex Meeting, Chelmsford</td>
</tr>
<tr>
<td>29/11/2018</td>
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<td>Parking</td>
<td>Times Higher Education Awards, London</td>
</tr>
<tr>
<td>17/12/2018</td>
<td>£128.00</td>
<td>Train fare</td>
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<tr>
<td>17/12/2018</td>
<td>£4.65</td>
<td>Subsistence</td>
<td>Breakfast, YUFE Meeting Brussels*</td>
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<tr>
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<tr>
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</tr>
<tr>
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<td>Taxi</td>
<td>YUFE Meeting Brussels*</td>
</tr>
<tr>
<td>17/12/2018</td>
<td>Euros 20.00</td>
<td>Taxi</td>
<td>YUFE Meeting Brussels*</td>
</tr>
<tr>
<td>18/12/2018</td>
<td>Euros 13.50</td>
<td>Taxi</td>
<td>YUFE Meeting Brussels*</td>
</tr>
<tr>
<td>18/12/2018</td>
<td>Euros 10.30</td>
<td>Taxi</td>
<td>YUFE Meeting Brussels*</td>
</tr>
<tr>
<td>18/12/2018</td>
<td>Euros 15.50</td>
<td>Subsistence</td>
<td>Dinner, YUFE Meeting Brussels*</td>
</tr>
<tr>
<td>18/12/2018</td>
<td>Euros 20.60</td>
<td>Taxi</td>
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<td>19/12/2018</td>
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<tr>
<td>09/01/2019</td>
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<tr>
<td>10/01/2019</td>
<td>Euros 12.70</td>
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<td>10/01/2019</td>
<td>Euros 11.60</td>
<td>Taxi</td>
<td>YUFE Meeting Brussels*</td>
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10/01/2019 Euros 165.00 Accommodation YUFE Meeting Brussels*
16/01/2019 £98.53 Taxi YUFE Meeting Madrid*
16/01/2019 £183.75 Flights YUFE Meeting Madrid*
16/01/2019 £7.08 Subsistence Lunch, YUFE Meeting Madrid
16/01/2019 £120.01 Accommodation YUFE Meeting Madrid*
16/01/2019 Euros 30.00 Taxi YUFE Meeting Madrid*
16/01/2019 Euros 30.00 Taxi YUFE Meeting Madrid*
18/01/2019 Euros 19.70 Subsistence Dinner, YUFE Meeting Madrid*
18/01/2019 Euros 30.00 Taxi YUFE Meeting Madrid*