

Expenses 2017-18: Jane Madeley, Chief Financial Officer

Financial Year: 1 August to 31 July and Quarters: August to October/ November to January / February to April / May to July

2017-18 expenses

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre-Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
08/08/2017	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
04/09/2017	£185.63	Institutional entertaining	N/A	Expenses	Jane Madeley plus 5 guests
08/09/2017	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
05/09/2017	£158.50	rail travel	Leeds to London	Pre-Booked	N/A
15/09/2017	£281.50	rail travel	Leeds to London	Pre-Booked	N/A

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
21/09/2017	£15.00	taxi	Leeds to London	Expenses	N/A
21/09/2017	£15.00	taxi	Leeds to London	Expenses	N/A
08/10/2017	£46.00	Other (please note in description)	N/A	Expenses	N/A
12/10/2017	£161.00	accommodation	Leeds to London	Pre-Booked	1 night
26/10/2017	£337.00	rail travel	Leeds to London	Pre-Booked	N/A
26/10/2017	£144.70	rail travel	Leeds to Newcastle	Pre-Booked	N/A
26/10/2017	£236.50	rail travel	Leeds - London	Pre-Booked	N/A
08/11/2017	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
12/11/2017	£6.00	taxi	Leeds to Newcastle	Expenses	N/A
17/11/2017	£8.00	taxi	Leeds to Newcastle	Expenses	N/A
21/11/2017	£16.00	rail travel	Leeds to London	Pre-Booked	N/A
21/11/2017	£22.60	rail travel	Leeds to York	Pre-Booked	N/A
23/11/2017	£168.50	rail travel	Leeds to London	Pre-Booked	N/A
27/11/2017	£6.00	taxi	Leeds to York	Expenses	N/A
28/11/2017	£22.00	car	Leeds to London	Expenses	N/A

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
08/12/2017	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
13/12/2017	£14.00	taxi	Leeds to London	Expenses	N/A
03/01/2018	£365.00	Other (please note in description)	N/A	Expenses	Membership Subscription to Institute of Chartered Accountants in England and Wales
08/01/2018	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
08/01/2018	£266.00	rail travel	Leeds to London	Pre-Booked	N/A
11/01/2018	£24.00	car	Leeds	Expenses	N/A
12/01/2018	£25.50	rail travel	London to Leeds	Expenses	N/A
12/01/2018	£22.00	car	Leeds to London	Expenses	N/A
18/01/2018	£153.00	accommodation	Leeds to London	Pre-Booked	1 night

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
18/01/2018	£173.50	rail travel	Leeds to London	Pre-Booked	N/A
19/01/2018	£226.00	rail travel	Leeds to London	Pre-Booked	2 travelling (Jane Madeley and Martin Holmes)
19/01/2018	£100.00	rail travel	London to Leeds	Pre-Booked	N/A
29/01/2018	£21.00	taxi	Leeds to London	Expenses	N/A
07/02/2018	£236.50	rail travel	Leeds to London	Pre-Booked	N/A
08/02/2018	£46.00	Other (please note in description)	N/A	Expenses	Subscription: Financial Times online access
12/02/2018	£248.50	rail travel	Leeds to London	Pre-Booked	N/A
12/02/2018	£149.00	rail travel	Leeds to London	Pre-Booked	N/A
13/02/2018	£22.00	car	Leeds to London	Expenses	N/A
20/02/2018	£22.00	car	Leeds to London	Expenses	N/A
23/02/2018	£9.00	car	Leeds	Expenses	N/A
27/02/2018	£22.00	car	Leeds to London	Expenses	N/A
02/03/2018	£329.00	rail travel	Leeds to London	Pre-Booked	N/A
08/03/2018	£46.00	Other (please	N/A	Expenses	Subscription:

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
		note in description)			Financial Times online access
12/03/2018	£23.00	car	Leeds to London	Expenses	N/A
26/03/2018	£23.00	car	Leeds to London	Expenses	N/A
28/03/2018	£242.00	rail travel	Leeds to London	Expenses	N/A
28/03/2018	£192.00	accommodation	Leeds to London	Pre-Booked	1 night
06/04/2018	£498.00	rail travel	Leeds to London	Pre-Booked	2 travelling (Jane Madeley and Martin Holmes)
09/04/2018	£149.00	rail travel	Leeds to London	Pre-Booked	N/A
16/04/2018	£19.58	subsistence	Leeds to London	Expenses	N/A
20/04/2018	£242.50	rail travel	Leeds to London	Pre-Booked	N/A
20/04/2018	£306.00	rail travel	Leeds to London	Pre-Booked	N/A
27/04/2018	£22.00	car	Leeds to London	Expenses	N/A
01/05/2018	£31.52	subsistence	Leeds to Germany	Expenses	N/A
01/05/2018	£114.45	rail travel	Leeds to Germany	Expenses	N/A
01/05/2018	£22.58	subsistence	Leeds to Germany	Expenses	N/A
02/05/2018	£26.65	subsistence	Leeds to Germany	Expenses	N/A

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
02/05/2018	£41.84	rail travel	Leeds to Germany	Expenses	N/A
02/05/2018	£8.14	subsistence	Leeds to Germany	Expenses	N/A
02/05/2018	£7.19	subsistence	Leeds to Germany	Expenses	N/A
03/05/2018	£190.71	taxi	Leeds to Germany	Expenses	N/A
03/05/2018	£41.93	subsistence	Leeds to Germany	Expenses	N/A
03/05/2018	£427.47	car	Leeds to Germany	Expenses	Private transfer for 3 people
04/05/2018	£103.32	subsistence	Leeds to Germany	Expenses	N/A
04/05/2018	£9.11	subsistence	Leeds to Germany	Expenses	N/A
04/05/2018	£18.21	taxi	Leeds to Germany	Expenses	N/A
04/05/2018	£8.10	taxi	Leeds to Germany	Expenses	N/A
05/05/2018	£23.76	taxi	Leeds to Germany	Expenses	N/A
09/05/2018	£23.00	car	Leeds to London	Expenses	N/A
14/05/2018	£255.00	rail travel	Leeds to London	Pre-Booked	N/A
21/05/2018	£22.00	car	Leeds to London	Expenses	N/A
31/05/2018	£189.50	rail travel	Leeds to London	Pre-Booked	N/A
04/06/2018	£22.00	car	Leeds to London	Expenses	N/A
05/06/2018	£331.50	rail travel	Leeds to Swindon	Pre-Booked	N/A
06/06/2018	£10.30	subsistence	Leeds	Expenses	1 guest

Date (of travel)	Amount (£)	Type	Detail (destination of travel)	Payment Type (either "Pre- Booked" or "Expenses")	Notes (i.e. number of nights / number of guests / when used "other" add a description i.e. transfer)
19/06/2018	£23.00	car	Leeds to London	Expenses	N/A
26/06/2018	£213.00	rail travel	Leeds to London	Pre-Booked	N/A
02/07/2018	£50.00	Other (please note in description)	Leeds	Pre-Booked	Fee for attendance at Global Policy North Conference
05/07/2018	£22.00	car	Leeds to London	Expenses	N/A
24/07/2018	£276.21	Institutional entertaining	Leeds	Expenses	Jane Madeley and 5 guests