

Name
Expense Period

Bryn Morris- Registrar
August 2012- July 2013

Date Incurred	Amount £	Expense type	Reason
Aug-12			
2	25.00	Travel- train*	Closing of contracts- London
	25.00		
Sep-12			
7	11.70	Travel- mileage	Forum Programme Board meeting
	1.00	Other- car park	Forum Programme Board Meeting
	2.70	Travel- mileage	Albert Sloman Memorial Service
	4.00	Other- car park	Albert Sloman Memorial Service
14	6.70	Travel- mileage	Forum Sponsoring Group meeting
	15.30	Travel- train*	East 15 Acting Showcase
26	25.00	Travel- train*	TA meeting
27	13.50	Travel- mileage	SEC iLab Session
	79.90		
Oct-12			
4	2.70	Travel- mileage	Colchester Borough Council Enterprise Meeting
	3.00	Other- car park	Colchester Borough Council Enterprise Meeting
5	11.70	Travel- mileage	Forum Programme Board Meeting
	1.00	Other- car park	Forum Programme Board Meeting
	2.70	Travel- mileage	Colchester Institute Graduation Ceremony
	3.50	Other- car park	Colchester Institute Graduation Ceremony
24	25.00	Travel- train*	SUMS Management Committee Meeting
25	13.50	Travel- mileage	UCS Graduation Ceremony
	15.00	other- car park	UCS Graduation Ceremony
26	14.85	Travel- mileage	UCS Board Meeting
31	22.10	Travel- train*	Pinsent & Mason meeting
	115.05		
Nov-12			
27	2.70	Travel- mileage	Colchester Institute Audit and Compliance Meeting
29	26.60	Travel- train*	Times Higher Education Awards
	29.30		
Dec-12			
6	12.90	Travel- train*	DARO event at House of Lords
11	2.70	Travel- mileage	Colchester Institute Board Meeting
13	39.50	Travel- train*	Meeting at Institute of Education
	55.10		
Jan-13			
10	11.70	Travel- mileage	Forum Building Project Steering Group
	5.40	Other- car park	Forum Building Project Steering Group
25	25.50	Travel- train*	SUMS Management Committee Meeting
31	5.90	Other- car park	Campus Operation Group Meeting
	7.30	Travel- train*	National Theatre Tour
	23.00	Travel- taxi	National Theatre Tour
	78.80		
Feb-13			

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1	5.40	Other- car park	Forum Programme Board
5	2.70	Travel- mileage	Colchester Institute Board Meeting
15	684.49	Air travel	Singapore Kaplan Meeting
16	236.67	Subsistence	Singapore Kaplan Meeting
	14.50	Travel- taxi	Singapore Kaplan Meeting
17	228.79	Subsistence	Singapore Kaplan Meeting
18	253.07	Subsistence	Singapore Kaplan Meeting
	6.34	Travel- taxi	Singapore Kaplan Meeting
19	684.49	Air travel	Singapore Kaplan Meeting
	8.13	Travel- taxi	Singapore Kaplan Meeting
25	6.70	Other- car park	USG and Council Meeting
	2131.28		
Mar-13			
1	6.70	Other- car park	Forum Programme Board
12	9.00	Travel- mileage	Brigtlingsea Society Meeting
13	14.85	Travel- mileage	UCS Remuneration Committee
19	2.25	Travel- mileage	Colchester Institute Planning Day
20	25.00	Travel- train*	1994 Registrars' Meeting
26	17.10	Travel- mileage	UCS Board Meeting (Bury St Edmunds)
28	2.70	Travel- mileage	Colchester Institute Audit and Compliance Meeting
	77.60		
Apr-13			
5	25.00	Travel- train*	SUMS Management Committee Meeting
	25.00		

*additional 5% surcharge applied to all train fares by Students' Union

Please note that due to his home address the Registrar & Secretary only claims for mileage incurred over 150 miles in any one day.