

SENIOR STAFF EXPENSES Quarter 2 2018-19 (Nov, Dec, Jan 2018)

Name Bryn Morris
Job title Registrar and Secretary

Date incurred (DD Month) **Amount £** (see note 1 below) **Expense Type** (see note 2 below) **Reason for expenditure** (see note 3 below)

2017/18

10-Nov	£30.60	Mileage	Writtle University College Committee
23-Nov	£2.25	Mileage	Colchester celebrating volunteering awards
23-Nov	£4.50	Car Parking	Colchester celebrating volunteering awards
15-Dec	£45.00	Mileage	Southend Campus working in Southend for the day
2018			
18-Jan	£62.00	Entertainment	Business Dinner with member of University Council, WHH*
29-Jan	£30.00	Entertainment	Business lunch with member of Audit and Risk Management Committee WHH*

*'Not out of pocket'