

TT	Trans.date	Acc(T)	Text	Amount
Expenses	17/08/2018	UK travel	Piccadilly Circus to Paddington (17/05/2018)	£2.40
Expenses	17/08/2018	UK travel	Underground - Kings Cross to Piccadilly Circus (18/05/2018)	£2.40
Expenses	17/08/2018	Mileage expenses	Home RG2 9HX to RHS Wisley GU23 6QB (26/05/2018)	£31.75
Expenses	17/08/2018	UK travel	University to Reading station (08/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Reading to London Paddington including Underground (08/06/2018)	£54.40
Expenses	17/08/2018	UK travel	Reading station to University (08/06/2018)	£2.00
Expenses	17/08/2018	UK travel	University to Reading Station (13/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Reading to London Paddington incl. Underground (13/06/2018)	£54.40
Expenses	17/08/2018	UK travel	Reading Station to University (13/06/2018)	£2.00
Expenses	17/08/2018	Business entertaining	Coffees for guests at TVSP (18/06/18)	£10.00
Expenses	17/08/2018	UK travel	Bus from University to Reading Station (20/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Train from Reading to London Paddington incl. Underground (20/06/2018)	£54.40
Expenses	17/08/2018	UK travel	Bus from Reading Station to University (20/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Bus from University to Reading Library (21/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Bus from Reading Library to University (21/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Bus from University to Reading Station (22/06/2018)	£2.00
Expenses	17/08/2018	UK travel	Train from Reading to London Paddington incl. Underground (22/06/2018)	£54.40
Expenses	17/08/2018	UK travel	Bus from Reading Station to University (22/06/2018)	£2.00
Expenses	17/08/2018	UK travel	University to Reading Station (11/07/2018)	£2.00
Expenses	17/08/2018	UK travel	Reading to London Paddington incl Underground (11/07/2018)	£54.40
Expenses	17/08/2018	Business entertaining	Lunch for guests at TVSP (26/07/2018)	£10.10
Purchase Card	07/09/2018	Hospitality staff only	Restaurant Deposit for MOAP Dinner	£60.00
Invoice	30/09/2018	UK travel	LODDON CARS	£204.00
Expenses	12/10/2018	UK travel	Parking at Broad Street Mall (21/08/2018)	£1.50
Expenses	12/10/2018	Mileage expenses	RG6 6AH to RG1 7TH for TVP Meeting (21/08/2018)	£3.15
Expenses	12/10/2018	UK travel	Train from Warwick Parkway to London (only claiming cost of Reading to London) (29/08/2018)	£54.40
Expenses	12/10/2018	UK travel	Parking at Warwick Parkway (29/08/2018)	£8.80
Expenses	12/10/2018	UK travel	Marylebone to Charing Cross to Green Park to Chancery Lane and back to Marylebone (29/08/2018)	£6.80
Expenses	12/10/2018	UK travel	Car parking in Sheffield UUK Conference (04/09/2018)	£12.10
Expenses	12/10/2018	Mileage expenses	Reading to Sheffield (return) (04/09/2018)	£109.00
Expenses	12/10/2018	UK subsistence	Caffe Nero, Sheffield UUK Conference (04/09/2018)	£4.65
Expenses	12/10/2018	UK travel	London to Oxford (12/09/2018)	£26.50
Expenses	12/10/2018	UK travel	Oxford Parkway station to Ashmolean Museum (train unexpectedly terminated at Oxford Parkway) (12/09/2018)	£11.00
Expenses	12/10/2018	UK travel	Train journey from Warwick Parkway (12/09/2018)	£50.00
Expenses	12/10/2018	UK travel	London Underground from Westminster to Bond Street and from Bond Street to Marylebone (12/09/2018)	£4.40
Expenses	12/10/2018	UK travel	Reading to London Paddington (13/09/2018)	£13.35
Expenses	12/10/2018	UK travel	London Underground from Paddington to Green Park (13/09/2018)	£2.40
Expenses	12/10/2018	UK travel	Parking at the Oracle Centre (17/09/2018)	£6.00
Expenses	12/10/2018	Mileage expenses	PDR Meeting at Greenlands (17/09/2018)	£5.40
Purchase Card	29/10/2018	UK subsistence	Hotel Accommodation: Cedars, Reading 20/09/2018	£79.60
Total Spend				£1,013.70

N.B. The University of Reading does not provide a car or driver for the Vice-Chancellor. In accordance with our Travel and Other Expenses, Benefits, Hospitality and Gifts Policy, the Vice-Chancellor uses public transport wherever possible. On occasion the Vice-Chancellor will use taxis due to the nature or the time of the journey. The invoices from Kelly and Loddon Cars are monthly and often for multiple journeys.

The report shows the transaction date on which expenses were repaid and so on occasion the report may include costs relating to expenses in a different quarter.