

TT	Trans.date	Acc(T)	Text	Amount
Expenses	Q1	N/A	Nil Return - no expenses claimed	£0.00
Expenses	15/11/2018	UK travel	Reading to London Paddington (to sign the Governments Emissions Reduction Pledge 18.10.18)	£24.40
Expenses	15/11/2018	UK travel	London Paddington to Reading (to sign the Governments Emissions Reduction Pledge 18.10.18)	£13.35
Expenses	23/11/2018	Business entertaining	ECMWF Lunch (23.11.18)	£28.33
Expenses	31/01/2019	Business entertaining	Cedars Hotel (Street Support Nighttime Visit 16/01/2019)	£73.95
Expenses	16/01/2019	UK travel	Reading to London Paddington (UUK Members Meeting 07.12.18)	£24.40
Expenses	16/01/2019	UK travel	London Paddington to Reading (UUK Members Meeting 07.12.18)	£13.35
Expenses	16/01/2019	UK travel	Reading to London Paddington (HEPI Partner Event 19.11.18)	£18.70
Expenses	16/01/2019	UK travel	Reading to London Paddington (Meeting re Planning Inquiry 06.12.18)	£24.40
Expenses	16/01/2019	UK travel	London Paddington to Reading (Meeting re Planning Inquiry 06.12.18)	£13.35
Expenses	16/01/2019	UK travel	Reading to Southampton (UUK Dinner 10.01.2019)	£22.85
Expenses	16/01/2019	UK travel	Reading to London Paddington return (S10 Universities, VC Meeting 17.12.18)	£16.50
Expenses	31/01/2019	UK travel	Loddon Cars	£9.60
Purchase Card	04/03/2019	UK Travel	Premier Inn (Overnight accommodation for UUK Meeting 21.02.19)	£145.00
Expenses	11/03/2019	Business entertaining	Dinner at Blandfords with UPP (£18.65 per head)	£74.59
Expenses	03/04/2019	Business entertaining	Lunch at Blandfords with Matthew Judd, Head, Leighton Park (£7.50)	£15.00
Total Spend				£517.77

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.