

Journey Details		Detailed Description of Approved Duty	Expense Items or Details of Journey	Car and Van Mileage	Motorcycle Mileage	Bicycle Mileage	Name & Passenger Mileage	Subsistence	Accommodation Details	Other Travel etc.	Other Expenses
Date	Time of Departure										
04-07-22		SBC Planning mtg	home - HQ - home	38							
04-07-22		Teviothead CC mtg	home - Hermitage - home	40							
18-07-22		Local review body mtg	home - HQ - home	38							
01-08-22		Planning and Building Standards	home - HQ - home	38							
04-08-22		Hawick councillors mtg	home - Hawick - home	9							
04-08-22											
08-08-22		Hawick CC Mtg	home - Hawick - home	9							
09-08-22		Newcastleton CC mtg	home - Newcastleton - home	48							
10-08-22		Hawick Flood Protection site	home - Eastfield site - home	12							
15-08-22		Local review body mtg	home - HQ - home	38							
18-08-22		Health and Social Care feedback	home - Evergreen hall - home	12							
22-08-22		Karen F re expenses	home - HQ - home	38							
25-08-22		SBC mtg	home - HQ - home	38							
		PRINTER INK ✓									EH-49
Total											EH-49

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