Journey Details													
Date	Time of Departure	Time of Arrival	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
5.5.23	0830	0900	Meeting officers and collect convener documents	Hawick to HQ (rtn)	34							
16.5.23	0830	1300	Executive meeting then Countryside event at Kelso	Hawick to HQ, Kelso and return to Hawick	52							
16.5.23	1800	2030	Tweeddale Citizen of the year presentation	Hawick to Peebles (rtn)	80							
17.5.23	0900	1000	Pension fund training at HQ	Hawick to HQ (rtn)	34							
20.5.23	0630	1400	Travel to Tweedbank for train to Edinburgh to attend the General Assembly	Hawick to Tweedbank (rtn)	38							
22.5.23	1300	1330	HQ meeting officers then to Huntlyburn for Lord High Commissioner visit	Hawick to HQ then Huntlyburn and return to Hawick	44							
24.5.23	1400	1700	Citizenship ceremony at HQ	Hawick to HQ (rtn)	34							
25.5.23	0800	0830	HQ for Full Council meeting	Hawick to HQ (rtn)	34							
				Total	350							