RICHARDS

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
10/2/20	0920	0950	AUDIT & SCRUTINY	CAVERS TO SBC – CAVERS	31							
	1300	1400	PLANNING & BS TRAINING									
11/2/20	1030	1100	ADMIN POLICY WORKING	CAVERS TO SBC – CAVERS	31							
	1300	1345	GROUP									
13/2/20	0930	1000	MEMBERS Budget Brief.	CAVERS TO SBC – CAVERS	31							
	1330	1400										
14/2/20	0930	1000	PLANNING & BS	CAVERS TO SBC – CAVERS	31							
	1300	1345										
17/2/20	1830	1850	CLUB ROXBURGH	CAVERS TO JEDBURGH – CAVERS	19							
	2030	2050										
18/2/20	1800	1820	T&L Area Partnership	CAVERS TO HAWICK TH	8							
	2030	2050		CAVERS								
19/2/20	0800	0820	STEM HUB BORDERS COLLEGE	CAVERS TO HAWICK	8							
	1000	1020		CAVERS.								
19/2/20	1840	1850	DENHOLM CC	CAVERS TO DENHOLM TO	6							
	2030	2040		CAVERS								
21/2/20	0920	0950	LICENSING BOARD	CAVERS TO SBC TO CAVERS	31							
	1300	1330										
24/2/20	1340	1400	HAWICK FPS	CAVERS TO HAWICK TO CAVERS	8							
	1530	1540										
24/2/20	1800	1830	LIVE BORDERS HQ	CAVERS TO GALA TO CAVERS	40.5							
	2030	2100										
25/2/20	0920	0950	MEMBERS BRIEFING	CAVERS TO SBC TO CAVERS	31							
	1600	1630	ADMIN MEETING									
26/2/20	0920	0950	SBC	CAVERS TO SBC TO	31							
	1600	1630	JCG Trades	CAVERS								
26/2/20	1900	1930	SOUTHDEAN CC	CAVERS TO SOUTHDEAN	21							
	2130	2150		TO CAVERS								
			MARCH									
2/3/	01845	1900	HOBKIRK CC	CAVERS TO TO CAVERS	14							
	2030	2050		HOBKIRK								
				Total	341.5							