

# Anthony Smith, Chief Executive

## Q1 Expenses claimed: April - June 2023

Claim Date	Location & Event Dates	Expense Category	Details	Amount
06/04/2023	Lebanon 13 - 17 Mar 23	Tavel & Subsistence	Train travel to Airport x2 Meal Allowance - 5 days	£33 £75.66
06/04/2023	Warsaw 21 - 22 Mar 23	Tavel & Subsistence	Train travel to Airport - UK Travel between hotel and airport - Warsaw Taxi from Airport - UK Meal Allowance - 2 days	£14.90 £21.48 £20.00 £74.69
06/04/2023	South Africa and Zambia 26 - 28 Mar 23	Tavel & Subsistence	South Africa SIM card and data Taxi to Hotel - Cape Town Taxi to Airport - Cape Town Taxi to hotel - Johannesburg Travel between meetings and hotel x2 Meal Allowance - 2.5 days and hospitality costs	£8.19 £8.45 £28.32 £22.13 £20.71 £78.31
06/04/2023	South Africa and Zambia 29 Mar - 01 Apr 23	Tavel & Subsistence	Zambia SIM card and data Taxi to hotel Taxi between meeting and hotel x8 Transport to airport Meal allowance Laundry	£3.40 £19.98 £14.80 £8.00 £22.01 £8.13

## Q2 Expenses claimed: July - September 2023

Claim Date	Location & Event Dates	Expense Category	Details	Amount
04/07/2023	Brussels 19 - 20 Jun 23	Tavel & Subsistence	Eurostar travel x2 Meal allowance - 1.5 days Hotel - city tax Brussels transport	£158.00 £62.00 £3.63 £6.67

### Q3 Expenses claimed: October - December 2023

Claim Date	Location & Event Dates	Expense Category	Details	Amount
18/10/2023	United Kingdom 10 - 11 Oct 23	Tavel & Subsistence	Train travel to conference x3 Hospitality	£29.91 £513.00
13/12/2023	United Kingdom 4 - 5 Oct 23	Travel	Travel costs - Car hire Travel costs - Petrol and Toll	£158.87 £47.14
21/12/2023	Brussels 14 - 15 Dec 23	Travel	Eurostar travel x 2	£303.00

### Q4 Expenses claimed: January - March 2024

Claim Date	Location & Event Dates	Expense Category	Details	Amount
03/01/2024	Bali 26 Nov - 2 Dec 23	Tavel & Subsistence	Train travel to Airport x2 Additional flight costs Meal allowance - 1 day	£28.85 £296.00 £15.24
18/03/2024	Paris 5 - 7 Mar 24	Tavel & Subsistence	Eurostar travel x2 Travel costs - Paris Metro Meal allowance - 1 day Hotel costs	£143.00 £5.51 £35.78 £203.27