| Journey Details |  |  | Detailed Description of Approved Duty | Expense Items or Details of Journey | Car andVanMileage | Motorcycle Mileage | Bicycle Mileage | Name \& Passenger Mileage | Subsistence | $\underset{\text { Details }}{\text { Accommodion }}$ | Other Travel etc. | Other Expenses |
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| Date | Time of Departure | Time of Arrival |  |  |  |  |  |  |  |  |  |  |
| 10/04/23 |  |  | Hawick Community Council mtg, Lesser Town Hall | home - Hawick - home | 11 |  |  |  |  |  |  |  |
| 11/04/23 |  |  | Police Community Action Team in SBC | home - SBC - home | 38 |  |  |  |  |  |  |  |
| 17/04/23 |  |  | Local Review Body, SBC | home - SBC - home | 38 |  |  |  |  |  |  |  |
| 24/04/23 |  |  | Planning mtg, SBC | home - SBC - home | 38 |  |  |  |  |  |  |  |
| 25/04/23 |  |  | Newcastleton Community Council mtg | home - Newcastleton - home | 52 |  |  |  |  |  |  |  |
| 27/04/23 |  |  | Hawick Active Travel Network mtg, Hawick | home - Hawick - home | 14 |  |  |  |  |  |  |  |
| 29/04/23 |  |  | .Hawick surgery, Lesser Town hall | home - Hawick - home | 11 |  |  |  |  |  |  |  |
| 02/05/23 |  |  | Hawick Community Council and CCTV mtg | home - Hawick m- home | 11 |  |  |  |  |  |  |  |
| 08/05/23 |  |  | Hawick Community Council mtg, Lesser Town Hall | home - Hawick - home | 11 |  |  |  |  |  |  |  |
| 10/05/23 |  |  | Hawick Honorary Provost Council meeting, Evergreen Hall | home - Hawick - home | 14 |  |  |  |  |  |  |  |
| 15/05/23 |  |  | Local Review Body, SBC | home - SBC - home | 38 |  |  |  |  |  |  |  |
| 15/05/23 |  |  | Site visit, Ravelaw Farm, Duns | home - near Duns - home | 67 |  |  |  |  |  |  |  |
| 22/05/23 |  |  | Site visit, Loanhead then Westloch | home - Loanhead - Westloch - home | 124 |  |  |  |  |  |  |  |
| 25/05/23 |  |  | SBC mtg | home - SBC - home | 38 |  |  |  |  |  |  |  |
| 27/05/23 |  |  | Surgery, Newcastleton and area | home - Newcastleton - 7 stanes - home | 62 |  |  |  |  |  |  |  |
| 31/05/23 |  |  | Better Community mtg, St B | home - St Boswellls - home | 34 |  |  |  |  |  |  |  |
| 05/06/23 |  |  | Planning mtg, SBC | home - SBC - home | 38 |  |  |  |  |  |  |  |
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|  |  |  |  | Total | 639 |  |  |  |  |  |  |  |

