

Scott McDonald Q4 Expenses: January – March 2023

Date	Location	Expenses	Details	Total (£)
26 October 2022	Belfast	Travel – Accommodation	Hotel for Belfast visit in October 2022 (Hotel bill not received until quarter 4, January 2023).	84.00
5 December 2022	Cuba	Catering, photography and subsistence costs	Costs for photography/video service, catering and subsistence for events held during CEO visit. (Costs not received until quarter 4, January 2023).	£562.33
January – March 2023	London, UK	Travel – London Underground, trains and taxis	Attending various meetings in and around London	£52.42
January – March 2023	London, UK	Communication Costs – Mobile phone	Mobile phone bills for January – March 2023	£122.53
24 - 27 January 2023	Glasgow, Scotland	Travel – Accommodation, taxis and subsistence	Attending Celtic Connections events in Glasgow	£370.50
6 February 2023	Hay, Wales	Travel – Accommodation	Accommodation for CEO visit to Hay Festival in Wales in June 2023.	£537.93
14 – 17 February	Tonbridge, Kent	Travel and administration charges – Training and Development	Travel costs by train and taxi and administration charges for medical forms to attend SAFE and SAFE+ Training courses	£160.24
23 – 24 February 2023	Paris, France	Travel – Accommodation, taxis	Hotel, taxis and Eurostar for visit to British Council office and meetings in Paris	£658.29
3 – 4 March 2023	Malaysia and Indonesia	Travel – Car parking, flights. Communication costs	Flights, airport car parking, purchase of internet access during flight for work purposes.	£5,679.25
31 March 2023	Edinburgh, Scotland	Travel – Train	Train to Edinburgh for British Council Board of Trustees Meeting and Reception	£277.60