

Director Expenses - 2021-2022

Period covered	Category	Jeff James	Val Johnson	John Sheridan	Neil Curtis	Paul Davies (until end June 2021)	Lucy Fletcher	Emmajane Avery	Aaron Smith (from August 2021)	Andrea Metcalf (from November 2021)	Gemma MacLagan Ram (from July 2021)	Explanation
April - June 2021	Train/tube/bus/air/car hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
	Taxi / Car parking / petrol / congestion charge	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
	Overseas travel & hotel	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
	Lunch & dinner	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
	UK hotel	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
	Misc	£0.00	£0.00	£676.11	£0.00	£0.00	£0.00	£0.00				John Sheridan: Zube Agile Workspace licence for Cataloguing project team E624.43; Cloud storage provision E51.68
July - Sept 2021	Train/tube/bus/air/car hire	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00		£204.50	Gemma MacLagan Ram - £204.50 - Return train journey London to Derby for Ministry of Defence and TNA joint project
	Taxi / Car parking / petrol / congestion charge	£142.20	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00		£55.00	Jeff James - £142.20 Sept - mileage to and from Lincoln - awarded 'Doctor of Letters, honoris causa' from the University of Lincoln and to and from Cambridge Archives for Archives Sector visit. Gemma MacLagan Ram - £55.00 - Taxi from Leicester station to Swadlincote MoD site for Ministry of Defence and TNA joint project
	Overseas travel & hotel	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00		£0.00	

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	Lunch & dinner	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00		£0.00	
	UK hotel	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00		£0.00	
	Misc	£95.00	£95.00	£1,020.64	£0.00		£26.99	£0.00	£0.00		£0.00	<p>Jeff James - £95.00 - ARA Virtual Conference subscription fee, September 2021</p> <p>Val Johnson - £95.00 - ARA Virtual Conference subscription fee, September 2021</p> <p>Lucy Fletcher - £26.99 Footrest for team member, to aid correct workstation set up</p> <p>John Sheridan - Oxygen XML Editor licence for Cataloguing project team £872.58; Cloud storage provision £52.06; Sandwich lunch for 10 for a client meeting relating to a key project £96.</p>
Oct - Dec 2021	Train/tube/bus/air/car hire	£42.20	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	Jeff James - £42.20 - return rail journey into London for British Academy and Embassy of Ireland events on 11th October, followed by London meetings on 12th October.
	Taxi / Car parking / petrol / congestion charge	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	
	Overseas travel & hotel	£0.00	£0.00	£128.90	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	John Sheridan - £128.90- Hotel accommodation for overseas conference attendance for team member
	Lunch & dinner	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	
	UK hotel	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	
	Misc	£0.00	£0.00	£52.48	£0.00		£372.28	£0.00	£0.00	£0.00	£62.50	<p>Gemma MacLagan Ram Registration for International Council for Archives. Conference 25-28 Oct '21</p> <p>John Sheridan - Cloud storage provision £52.48</p> <p>Lucy Fletcher - £39.95 courier for delivery of IT equipment to new staff member; £332.33 event refreshments</p>
	Train/tube/bus/air/car hire	£72.60	£45.60	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	<p>Val Johnson - £45.60 - Train ticket to attend a meeting at the IHR on 17 January 2022.</p> <p>Jeff James - £30.80 - Rail tickets for meetings in Cabinet Office with Lord Parkinson on 28 March. £41.80 - Rail tickets for meetings with Mercers and in Parliament on 23 March.</p>
	Taxi / Car parking / petrol / congestion charge	£40.90	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	<p>Jeff James - £29.25 - Petrol for 'Speakers for Schools' talk at Watford Boys School on 30 March. £3.65 - Parking on route to meeting with Lord Parkinson in the Cabinet Office 28 March. £8.00 - Parking on route to meetings with Mercers and in Parliament on 23 March.</p>
	Overseas travel & hotel	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	

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Jan - March 2022	Lunch & dinner	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	
	UK hotel	£0.00	£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	
	Misc	£0.00	£0.00	£2,347.00	£0.00		£364.00	£0.00	£0.00	£0.00	£0.00	<p>John Sheridan - £53.54 - Cloud storage provision £219.25 - Software for Cataloguing team and 3 x Miro boards licences £489.60 - x 4 lucid chart licences £489.60 £1,017.60 - 2 x Oxygen XML licenses + support £285 - Qualtrics survey tool license £282 - Taxonomy bootcamp conference attendance for team member</p> <p>Lucy Fletcher - £31.89 - USB cable and battery charger for FOI team camera £323.33 - Refreshments for an internal interdepartmental event</p>