



Staff Expenses 2023-2024 (August 2023 – July 2024)

Personal details:

Name	Position
Larra Anderson	Pro-Vice-Chancellor Education (Designate)

Date incurred (DD month)	Amount £	Expense type	Reason for expenditure
27 November 2023	74.90	Train ticket	Return ticket from Stowmarket to Southend Victoria for Council*
8 April 2024	15.00	Train ticket	Scheduled travel to Loughton Campus. Visit cancelled due to train strikes so charged £15 admin fee*
6 June 2024	63.80	Train ticket	Train fare to Loughton campus (rescheduled from 8 April)*

*not out-of-pocket expenses