



# Durham Scout County

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## Expenses Policy – Rates Addendum

Version 1.01

September 2022

*This addendum defines the amount that can be claimed under the Durham Scout County expenses policy and the Moorhouse staff expenses policy.*

### Mileage Rates

Mileages rates are intended to cover the cost of fuel, plus a contribution to other vehicle costs (tax, insurance, serving etc).

The following are the current mileage rates payable by the County for

<b>Car:</b>	No passengers	<b>35p / mile</b>
	One or more passengers (passengers carried for Durham Scout County purposes)	<b>40p / mile</b>
	Towing trailer	<b>40p / mile</b>
<b>Motorcycle:</b>		<b>15p / mile</b>

### Meal Allowances

The following are the maximum which can be claimed for meals (claims should represent actual costs – these rates are not a fixed rate).

<b>Breakfast:</b>	<b>£6.00</b> (if incurred before 7am on day of travel or if associated with overnight accommodation)
<b>Lunch:</b>	<b>£5.00</b>
<b>Evening Meal:</b>	<b>£20.00</b> (if incurred after 8pm on day of travel or if associated with overnight accommodation. Note that alcoholic drinks must not be claimed for)