**Durham Scout County** 

 **www.durhamscouts.org.uk**

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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

**Car:** No passengers **35p / mile**

 One or more passengers **40p / mile**

(passengers carried for Durham Scout County purposes)

Towing trailer **40p / mile**

**Motorcycle: 15p / mile**

**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).

**Breakfast: £6.00** (if incurred before 7am on day of travel or if associated with overnight accommodation)

**Lunch: £5.00**

**Evening Meal: £20.00** (if incurred after 8pm on day of travel or if associated with overnight accommodation. Note that alcoholic drinks must not be claimed for)