



Department
for Environment
Food & Rural Affairs

helpline@defra.gsi.gov.uk
www.gov.uk/defra

Your ref:

Our ref: RFI 6180

Date: 7 February 2014

Dear

REQUEST FOR INFORMATION: Government Procurement Card spend

Thank you for your request for information about Government Procurement Card spend, which we received on 10 January. We have considered your request under the Freedom of Information Act 2000 (FOIA).

You asked for:

Details of all Government Procurement Card spend by the office of the Secretary of State for Environment, Food and Rural Affairs between 11 April 2009 and 11 April 2010 broken down by date and each item of expenditure.

In response:

Please see the table in **Annex C**.

Due to the cost centre structure used in Defra, it has not been possible to single out transactions relating specifically to the Office of the Secretary of State. The data in the table in Annex C includes transactions charged to Government Procurement Cards held by staff working in all Defra Private Offices. This includes the Private Offices of the Secretary of State, Ministers and the Permanent Secretary.

In compiling this data, we applied a de minimis of £25 per transaction. By excluding low-value transactions we were able to answer the question within the limits of an FOIA request. Section 12(1) of the FOIA allows us to refuse a request for information if we estimate that the cost of complying with the request would exceed the appropriate limit, which currently stands at £600. On the basis of our estimates, we considered that the cost of answering the request without such a de minimis would have exceeded this value.

Please note that because this data relates to a period which commenced nearly five years ago, the detail of each transaction that we've been able to provide is limited, as many of



the cardholders no longer work in the Department and are thus unable to provide additional information.

I attach an annex giving contact details should you be unhappy with the service that you have received. If you have any queries about this letter please contact me.

Yours

Pam Beadman

T: 01904 455658

E: pam.beadman@defra.gsi.gov.uk

Annex A

Copyright

The information supplied to you continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs or logos) can be also used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

Most documents produced by Defra will be protected by Crown Copyright. Most Crown copyright information can be re-used under the Open Government Licence. For information about the OGL and about re-using Crown Copyright information please see The National Archives website.

Copyright in other documents may rest with a third party. For information about obtaining permission from a third party see the Intellectual Property Office's website.

Annex B

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Mike Kaye, Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: requestforinfo@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our website.

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Annex C

Table showing Government Procurement Card spend by Defra Private Offices between 11 April 2009 and 11 April 2010

Merchant name	Transaction Date	Description	Billed Amount (£)
BAXTER STOREY	05-May-2009	Catering and Catering Supplies - Management Board refreshments	34.85
Carlson Wagonlit Travel	06-May-2009	Rail Travel - South Downs trip	44.80
DOD'S PARLIAMENTARY CO	07-May-2009	Training and Educational - Westminster Explained training course: 'Thinking on the spot techniques'	552.00
Carlson Wagonlit Travel	11-May-2009	Rail Travel - Paddington to Moreton in Marsh for Council of Campden Food and Drink Innovation Open Day and Annual General Meeting	118.85
FRESCO	14-May-2009	Catering and Catering Supplies - Catering for Common Agricultural Policy conference	137.32
BAXTER STOREY	14-May-2009	Catering and Catering Supplies - Deputy Directors' Lunch	135.24
Carlson Wagonlit Travel	20-May-2009	Rail Travel - Trip	60.90
Carlson Wagonlit Travel	20-May-2009	Rail Travel - Trip	94.23
Carlson Wagonlit Travel	20-May-2009	Rail Travel - Trip	112.85
BAXTER STOREY	21-May-2009	Catering and Catering Supplies - Management Board refreshments	144.90
BAXTER STOREY	21-May-2009	Catering and Catering Supplies - Monthly subscription for The Economist magazine	26.45
THE MARINE WHITBY	27-May-2009	24 Hour Subsistence - Meal - Whitby	85.40
TWIN OAKS MOTEL CHESTERFIELD	27-May-2009	Actual Bed and Breakfast Costs	59.95
Carlson Wagonlit Travel	28-May-2009	Rail Travel - Food and Farming Group Strategy Meeting at Innovation Centre, Reading	38.63
SAXONVILLE HOTEL WHITBY	28-May-2009	Actual Bed and Breakfast Costs - Hotel Whitby	88.00
BRIT MIDLAND	28-May-2009	Air - London-Belfast for meeting in Belfast	304.99
Carlson Wagonlit Travel	28-May-2009	Rail Travel - Meeting with Food and Environment Research Agency, York	325.13

Merchant name	Transaction Date	Description	Billed Amount (£)
LLOYDS WESTMINSTER HOUSE	29-May-2009	Other Miscellaneous Expenses - Taxi to Whitby, tube trips and breakfast	50.00
THE KINGS HOTEL	03-Jun-2009	Actual Bed and Breakfast Costs - Food and Drink Innovation Open Day	123.40
JUST JOE CATERERS	03-Jun-2009	Catering and Catering Supplies - Catering for Minister's visit	60.95
Carlson Wagonlit Travel	04-Jun-2009	Rail Travel	36.93
Carlson Wagonlit Travel	09-Jun-2009	Rail Travel - Travel to Snowdon	350.17
BRIT MIDLAND	10-Jun-2009	Air - Refunded travel	-304.99
THETRAINLINE.COM	12-Jun-2009	Rail Travel - Travel to forestry meeting	107.50
BRITISH AIRWAYS	15-Jun-2009	Air - Flight to Stockholm	634.70
BAXTER STOREY	26-Jun-2009	Catering and Catering Supplies - Refreshments for management board	144.90
BAXTER STOREY	26-Jun-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	26.45
Carlson Wagonlit Travel	16-Jul-2009	Rail Travel	301.26
Carlson Wagonlit Travel	16-Jul-2009	Rail Travel - Visit to Bedford	33.11
Carlson Wagonlit Travel	20-Jul-2009	Rail Travel - Return rail tickets from King's Cross to Grantham to go to event.	71.97
LLOYDS WESTMINSTER HOUSE	22-Jul-2009	Bus, Tube - Cash to cover two Oyster cards to cover Minister and Private Secretary tube journeys	50.00
Carlson Wagonlit Travel	22-Jul-2009	Rail Travel - Visit from Yorkshire Dales to Dartmoor	235.57
Carlson Wagonlit Travel	22-Jul-2009	Rail Travel - Visit to Dartmoor	62.72
Carlson Wagonlit Travel	22-Jul-2009	Rail Travel - Visit	92.79
BAXTER STOREY	23-Jul-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	26.45
BAXTER STOREY	23-Jul-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	125.58
EAST MIDS TRAINS	24-Jul-2009	Rail Travel - Visit	61.50

Merchant name	Transaction Date	Description	Billed Amount (£)
VIRGIN (WC) TRAINS	24-Jul-2009	Rail Travel - Visit	151.50
BAXTER STOREY	27-Jul-2009	Catering and Catering Supplies - Refreshments for Directors' meeting	26.45
Carlson Wagonlit Travel	27-Jul-2009	Rail Travel - Return rail travel to meet-the-team visits to Animal Health and Rural Payments Agency offices in Carlisle and Workington.	95.19
THE EAGLE & CHILD KENDAL	28-Jul-2009	Actual Bed and Breakfast Costs - Overnight in Staveley for Lake District visit	49.85
EASTERN EYE	29-Jul-2009	Other Miscellaneous Expenses - Dinner for two staff	55.75
STONEHOUSE HOTEL BEDALE	29-Jul-2009	Actual Bed and Breakfast Costs - Overnight for two staff in Yorkshire Dales	171.80
Carlson Wagonlit Travel	30-Jul-2009	Rail Travel - Rail travel to Government Office for the North West	70.76
THE EDGEMOOR NEWTON ABBOT	30-Jul-2009	Actual Bed and Breakfast Costs - Overnight in Dartmoor for two staff	191.80
THETRAINLINE.COM	30-Jul-2009	Rail Travel - Visit	184.00
Carlson Wagonlit Travel	04-Aug-2009	Rail Travel - Visit	32.04
Carlson Wagonlit Travel	05-Aug-2009	Rail Travel - Travel to Leamington Spa for meeting	143.49
Carlson Wagonlit Travel	07-Aug-2009	Rail Travel - Visit to farm in East Anglia by rail	42.49
FIRST SCOTRAIL LTD INVERNESS	09-Aug-2009	Day Time Meal Allowance - Food for three staff on visit	28.00
THE BLUE BALL INN EXETER	10-Aug-2009	Hospitality - Dinner during South West visit	146.30
THE BLUE BALL INN EXETER	10-Aug-2009	Actual Bed and Breakfast Costs - The Blue Ball Inn, Exeter - visit to Devon	70.00
Carlson Wagonlit Travel	12-Aug-2009	Rail Travel	35.02
Carlson Wagonlit Travel	12-Aug-2009	Rail Travel	35.98
Carlson Wagonlit Travel	12-Aug-2009	Rail Travel	46.48
Carlson Wagonlit Travel	12-Aug-2009	Rail Travel	132.43
Carlson Wagonlit Travel	12-Aug-2009	Rail Travel	93.28

Merchant name	Transaction Date	Description	Billed Amount (£)
HOLIDAY INNS GLASGOW AIRPORT	12-Aug-2009	Actual Bed and Breakfast Costs - Visit with Permanent Under Secretary of State	58.72
NAT EXPRESS EAST COAST	14-Aug-2009	Rail Travel - Travel to meeting	84.00
Carlson Wagonlit Travel	17-Aug-2009	Rail Travel	35.49
Carlson Wagonlit Travel	17-Aug-2009	Rail Travel	35.49
Carlson Wagonlit Travel	17-Aug-2009	Rail Travel	45.53
Carlson Wagonlit Travel	17-Aug-2009	Rail Travel	70.36
Carlson Wagonlit Travel	18-Aug-2009	Rail Travel	100.16
Carlson Wagonlit Travel	27-Aug-2009	Rail Travel - Credit for train ticket from Marylebone to Leamington Spa	-124.46
BAXTER STOREY	02-Sep-2009	Catering and Catering Supplies	60.49
VIRGIN (WC) TRAINS	03-Sep-2009	Rail Travel - Meetings with stakeholders	132.00
THE ADAMS LEAMINGTON	08-Sep-2009	Actual Bed and Breakfast Costs - Accommodation for two staff on trip to meet stakeholders	125.00
NXS SERVICES LTD	14-Sep-2009	Fraudulent Transactions - Disputed transaction	-99.00
NAT EXPRESS EAST COAST	14-Sep-2009	Rail Travel - Rail travel for two staff on visit to Royal Society for the Protection of Birds	51.00
PALACE HOTEL MANCHESTER	21-Sep-2009	Actual Subsistence Hotel B&B costs	70.00
Carlson Wagonlit Travel	21-Sep-2009	Rail Travel - Return train ticket from National Parks conference in Llandudno - refund expected	176.36
Carlson Wagonlit Travel	21-Sep-2009	Rail Travel - Travel to Llandudno for National Parks conference	135.30
BAXTER STOREY	22-Sep-2009	Catering and Catering Supplies	55.66
BRITISH AIRWAYS	22-Sep-2009	Air Fares	445.80
BAXTER STOREY	23-Sep-2009	Catering and Catering Supplies	71.88

Merchant name	Transaction Date	Description	Billed Amount (£)
WWW.IOA.ORG.UK	24-Sep-2009	Training and Educational - conference	599.00
BAXTER STOREY	25-Sep-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	26.45
ARRIVA TRAINS WALES	27-Sep-2009	Rail Travel - Return train from Llandudno to London after National Parks conference	94.10
BAXTER STOREY	28-Sep-2009	Catering and Catering Supplies	34.39
BAXTER STOREY	28-Sep-2009	Hospitality	26.45
BAXTER STOREY	28-Sep-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	144.90
BAXTER STOREY	29-Sep-2009	Catering and Catering Supplies - Refreshments for Directors' meeting	33.06
Carlson Wagonlit Travel	30-Sep-2009	Rail Travel - Outgoing ticket to Bristol for presentation to Bristol staff	25.47
Carlson Wagonlit Travel	30-Sep-2009	Rail Travel - Return ticket from Bristol after giving presentation to Bristol staff	29.76
SW TRAINS	14-Oct-2009	Rail Travel - Visit to River Itchen with World Wildlife Fund and Royal Society for the Protection of Birds	28.90
BAXTER STOREY	19-Oct-2009	Catering and Catering Supplies - Refreshments for Deputy Directors' meeting	115.92
Carlson Wagonlit Travel	20-Oct-2009	Rail Travel	38.32
Carlson Wagonlit Travel	21-Oct-2009	Rail Travel	38.53
Carlson Wagonlit Travel	21-Oct-2009	Rail Travel - Refund of train ticket from Llandudno	-156.95
BAXTER STOREY	22-Oct-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	26.46
BAXTER STOREY	22-Oct-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	144.90
BRITISH AIRWAYS	23-Oct-2009	Air Fares	188.40
INST ACOUSTICS UK	23-Oct-2009	Training and Educational - expenses	145.00

Merchant name	Transaction Date	Description	Billed Amount (£)
BAXTER STOREY	26-Oct-2009	Catering and Catering Supplies - Refreshments for Directors' meeting	26.45
BRITISH AIRWAYS	29-Oct-2009	Air - Accompanying Secretary of State on international travel	5,694.10
Carlson Wagonlit Travel	29-Oct-2009	Air - Element of flight to Brazil with Secretary of State	39.66
Carlson Wagonlit Travel	30-Oct-2009	Air - Booking fee	39.66
BRITISH AIRWAYS	30-Oct-2009	Air - Flight to Brazil	5,694.10
Carlson Wagonlit Travel	03-Nov-2009	Rail Travel - Return to York from Oxford for visiting Defra offices in York	139.12
Carlson Wagonlit Travel	05-Nov-2009	Rail Travel	153.11
RED FISH CORPORATION	05-Nov-2009	Miscellaneous Supplies - outstanding balance for an awayday	80.04
Carlson Wagonlit Travel	06-Nov-2009	Rail Travel - Eurostar ticket to Brussels to attend a committee meeting	395.81
Carlson Wagonlit Travel	09-Nov-2009	Air - Flights to Indonesia	894.67
Carlson Wagonlit Travel	09-Nov-2009	Air - Flights to Indonesia	37.81
Carlson Wagonlit Travel	09-Nov-2009	Other Miscellaneous Expenses - Incorrect Charge from Carlson Wagonlit Travel - expect credit back	73.01
MARTIN'S CANTRAL PARK BRUXELLES	10-Nov-2009	Actual Bed and Breakfast Costs - Bed and Breakfast whilst in Brussels on Business	143.98
BAXTER STOREY	10-Nov-2009	Catering and Catering Supplies	26.45
BAXTER STOREY	10-Nov-2009	Catering and Catering Supplies	70.15
BAXTER STOREY	10-Nov-2009	Catering and Catering Supplies	96.60
GARUDA AIR	10-Nov-2009	Air - Flights in Indonesia	179.30
Carlson Wagonlit Travel	10-Nov-2009	Air - Flights to Indonesia	-37.81
DUTTLAN HOTELS LTD CARDIFF	11-Nov-2009	Actual Subsistence Hotel B&B costs	58.00
Carlson Wagonlit Travel	11-Nov-2009	Rail Travel - Tickets to Oxford for Environment Agency trip	87.55

Merchant name	Transaction Date	Description	Billed Amount (£)
Carlson Wagonlit Travel	12-Nov-2009	Rail Travel - Outbound rail journey Chartered Institute of Personnel and Development conference - London to Manchester	57.94
Carlson Wagonlit Travel	12-Nov-2009	Rail Travel - Return rail journey Manchester to Oxford for Chartered Institute of Personnel and Development conference	60.81
Carlson Wagonlit Travel	12-Nov-2009	Rail Travel - Train travel for Ross on Wye trip	44.57
NATWEST BANK	16-Nov-2009	Cash - Cash to cover taxi during Ross on Wye trip	30.00
Carlson Wagonlit Travel	19-Nov-2009	Rail Travel - Train ticket to Abergavenny	132.90
Carlson Wagonlit Travel	19-Nov-2009	Rail Travel - Train ticket to Abergavenny	105.07
ENVIRONMENTAL PROTECTION BRIGHTON	23-Nov-2009	Training and Educational - expenses	287.50
VIRGIN (WC) TRAINS	23-Nov-2009	Rail Travel - Trip to Cumbria post-flooding	598.50
LLOYDS WESTMINSTER HOUSE	24-Nov-2009	Cash - Cash to pay for two visas for Ghana	60.00
Carlson Wagonlit Travel	25-Nov-2009	Air - Plane tickets for Ghana	1,514.90
RYL LONDON SOC BLI SEVENOAKS	26-Nov-2009	Clubs/Associations/Organizations	309.93
DAJANI CAVENDISH	26-Nov-2009	Other Miscellaneous Expenses - Malaria tablets for trip to Ghana	41.20
BAXTER STOREY	26-Nov-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	26.45
BAXTER STOREY	26-Nov-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	144.90
BAXTER STOREY	01-Dec-2009	Hospitality	109.19
WDFE HEATHROW	02-Dec-2009	Hospitality - Gift for the High Commissioner at British High Commission in Accra	35.99
TRAVELEX LHR T4	02-Dec-2009	Cash - cash in US Dollars to cover expenses during Ghana trip	100.87
HEATHROW RAIL LINK	02-Dec-2009	Rail Travel - Heathrow Express tickets for two staff	64.00
Carlson Wagonlit Travel	04-Dec-2009	Rail Travel	43.56
BRITISH AIRWAYS	04-Dec-2009	Air - Flight to Copenhagen	220.10

Merchant name	Transaction Date	Description	Billed Amount (£)
KLM ROYAL DUTCH AIRLINE	05-Dec-2009	Air - Upgrade of return ticket from economy to premium economy	149.01
NETBANX-ENVIROMENT	07-Dec-2009	Stationery, Equipment, Supplies - expenses	231.00
BAXTER STOREY	08-Dec-2009	Catering and Catering Supplies - Refreshments for Senior Women's Network	294.40
Carlson Wagonlit Travel	08-Dec-2009	Rail Travel - Trip to South Downs to meet stakeholders in new National Park	65.96
Carlson Wagonlit Travel	09-Dec-2009	Rail Travel - Return rail journey Oxford to Alnmouth for visit to Defra office in Alnwick	104.25
Carlson Wagonlit Travel	09-Dec-2009	Rail Travel - London to Alnwick trip to visit Defra offices	134.34
RADISSON BLU SCANDINAV DENMARK	13-Dec-2009	Other Miscellaneous Expenses - Dinner and refreshments for two Defra staff and one Department for Energy and Climate Change colleague	127.58
TAXA VANLOESE	13-Dec-2009	Taxi, Bus, Tube - Taxi to Copenhagen airport	28.45
BAXTER STOREY	16-Dec-2009	Catering and Catering Supplies	25.13
BAXTER STOREY	16-Dec-2009	Catering and Catering Supplies - Refreshments for Directors' meeting	26.45
BAXTER STOREY	18-Dec-2009	Catering and Catering Supplies - Refreshments for Management Board Meeting	125.58
THE OXFORD FARMING	21-Dec-2009	Other Miscellaneous Expenses - Booking fee for one-day attendance at the Oxford Farming Conference	210.00
Carlson Wagonlit Travel	24-Dec-2009	Rail Travel - Refund of tickets to Abergavenny	-113.73
Carlson Wagonlit Travel	24-Dec-2009	Rail Travel - Refund of tickets to Oxford	-68.60
Carlson Wagonlit Travel	12-Jan-2010	Rail Travel	43.56
Carlson Wagonlit Travel	18-Jan-2010	Other Miscellaneous Expenses - Credit for incorrect charge from Carlson Wagonlit Travel	-74.82
Carlson Wagonlit Travel	18-Jan-2010	Rail Travel - Rail ticket to attend the Delivery Landscape Review Workshop, Innovation Centre, Reading	38.91

Merchant name	Transaction Date	Description	Billed Amount (£)
BAXTER STOREY	19-Jan-2010	Catering and Catering Supplies - Refreshments including lunch for official steering group meeting for the Papal visit	32.43
BAXTER STOREY	19-Jan-2010	Catering and Catering Supplies - Refreshments including lunch for official steering group meeting for the Papal visit	177.66
IBERIA	20-Jan-2010	Air - Airfare	572.50
BAXTER STOREY	22-Jan-2010	Catering and Catering Supplies - Refreshments for Management Board Meeting	128.31
HOTEL ZURBANO MADRID	25-Jan-2010	Actual Bed and Breakfast Costs - Hotel	83.69
BAXTER STOREY	26-Jan-2010	Catering and Catering Supplies	27.03
BAXTER STOREY	26-Jan-2010	Catering and Catering Supplies - Refreshments for Directors' meeting	47.29
Carlson Wagonlit Travel	27-Jan-2010	Rail Travel - Rail travel to National Farmers Union conference	140.07
Carlson Wagonlit Travel	29-Jan-2010	Rail Travel - Rail travel to Brussels working group	118.85
BAXTER STOREY	02-Feb-2010	Catering and Catering Supplies	25.67
BAXTER STOREY	03-Feb-2010	Catering and Catering Supplies	128.31
BRIT MIDLAND	05-Feb-2010	Rail Travel	34.50
BRITISH AIRWAYS	05-Feb-2010	Rail Travel	42.90
Carlson Wagonlit Travel	05-Feb-2010	Rail Travel - Rail travel to visit farming stakeholders	43.42
EATON COURT HOTEL LEAMINGTON	09-Feb-2010	Actual Bed and Breakfast Costs - Overnight stay for visit to farming stakeholders	66.00
Carlson Wagonlit Travel	09-Feb-2010	Rail Travel - Rail journey from King's Cross, London to Edinburgh for two staff to attend a meeting	730.05
AIR FRANCE	09-Feb-2010	Air - Travel to Single Payment Scheme Meetings	222.36
Carlson Wagonlit Travel	10-Feb-2010	Rail Travel - Rail travel to regional Cabinet - ticket subsequently refunded	364.50

Merchant name	Transaction Date	Description	Billed Amount (£)
LUFTHANSA	11-Feb-2010	Air - Flights to Bonn	287.87
Carlson Wagonlit Travel	11-Feb-2010	Rail Travel - Rail journey from London Euston to Birmingham to attend the National Farmers Union Conference	235.57
Carlson Wagonlit Travel	11-Feb-2010	Rail Travel - Rail journey from London Paddington to Heathrow Terminal 5 to attend Sherpa Group in Milan, Italy	36.72
Carlson Wagonlit Travel	11-Feb-2010	Rail Travel - Rail travel to regional Cabinet - subsequently refunded	185.43
Carlson Wagonlit Travel	11-Feb-2010	Rail Travel - Rail travel to regional Cabinet - subsequently refunded	185.43
Carlson Wagonlit Travel	12-Feb-2010	Air - Air ticket fee	26.39
Carlson Wagonlit Travel	12-Feb-2010	Rail Travel - Rail fare for cancelled journey to Brussels due to rail crash - subsequently refunded	201.07
Carlson Wagonlit Travel	12-Feb-2010	Rail Travel - Rail fare for cancelled journey to Brussels due to rail crash - subsequently refunded	115.53
LUFTHANSA	15-Feb-2010	Air - Credit for London Heathrow to Milan via Lufthansa airlines due to strike	-943.47
LUFTHANSA	15-Feb-2010	Air - Flight from Heathrow to Milan to attend Sherpa Group in Milan, Italy	943.47
BRITISH AIRWAYS	15-Feb-2010	Air - Flight to Brussels	160.70
SNBRSSLSAIR	15-Feb-2010	Air - Flights to Brussels	244.00
CHELTON HOTEL BRUXELLES	17-Feb-2010	Actual Bed and Breakfast Costs - Brussels hotel	95.96
BAXTER STOREY	17-Feb-2010	Hospitality - catering at large all-day stakeholder meeting	141.88
BAXTER STOREY	18-Feb-2010	Catering and Catering Supplies - Deputy Directors' Lunch	148.05
EAST COAST	18-Feb-2010	Rail Travel - Rail travel to regional Cabinet	375.00
BRITISH AIRWAYS	19-Feb-2010	Air - Travel to Single Payment Scheme Meetings	216.70
SNBRSSLSAIR	19-Feb-2010	Air - Travel to Single Payment Scheme Meetings	242.70
LUFTHANSA	22-Feb-2010	Air - Change to flight to Bonn	44.00

Merchant name	Transaction Date	Description	Billed Amount (£)
BAXTER STOREY	22-Feb-2010	Catering and Catering Supplies - Directors' meeting refreshments	33.78
BAXTER STOREY	22-Feb-2010	Catering and Catering Supplies	25.67
Carlson Wagonlit Travel	22-Feb-2010	Rail Travel - Travel to Cardiff for Summit of Food Ministers	77.04
HOTEL BERLAYMONT SANV BRUSSEL	22-Feb-2010	Actual Bed and Breakfast Costs - Travel to Single Payment Scheme Meetings	124.16
BRITISH AIRWAYS	23-Feb-2010	Air - Flight from London Heathrow to Milan, Italy for Sherpa Group on 26 February	843.80
HILTON BIRMINGHAM	23-Feb-2010	Actual Bed and Breakfast Costs - Overnight accommodation at NFU conference	111.70
HILTON BIRMINGHAM	24-Feb-2010	Other Miscellaneous Expenses - Hotel and breakfast at the Hilton Birmingham Metropole to attend the National Farmers Union Conference	87.00
WEST COAST TRAINS	24-Feb-2010	Rail Travel - Rail travel to National Farmers Union conference	240.00
Carlson Wagonlit Travel	24-Feb-2010	Rail Travel - Return ticket to accompany Minister to National Flood Forum event in Birmingham	120.97
Carlson Wagonlit Travel	24-Feb-2010	Rail Travel - Ticket to National Flood Forum event in Birmingham	47.91
NATWEST BANK	25-Feb-2010	Cash - Cash to cover taxis and other small expenses	40.00
BAXTER STOREY	25-Feb-2010	Catering and Catering Supplies - Management Board refreshments	27.03
BAXTER STOREY	25-Feb-2010	Catering and Catering Supplies - Management Board refreshments	128.31
STARHOTELS DU PARC PARMA	26-Feb-2010	Other Miscellaneous Expenses - Hotel to attend Sherpa Group in Parma, Italy	89.24
BAXTER STOREY	01-Mar-2010	Catering and Catering Supplies - Visit steering group meeting	33.78
JUST JOE CATERERS	02-Mar-2010	Hospitality - Lunch at all-day meeting	83.42

Merchant name	Transaction Date	Description	Billed Amount (£)
ECOVERT LONDON	02-Mar-2010	Catering and Catering Supplies - Refreshments for meeting on Performance Frameworks	49.94
Carlson Wagonlit Travel	02-Mar-2010	Rail Travel - Refund for unused rail ticket	-343.87
HEATHROW RAIL LINK	03-Mar-2010	Rail Travel - Transport to airport	64.00
RESIDENCE HOTEL BONN	04-Mar-2010	Actual Bed and Breakfast Costs - Hotel in Bonn	102.58
NORTH LAKES HOTEL PENRITH	08-Mar-2010	Actual Bed and Breakfast Costs - Hotel for visit to Cumbria	90.00
NORTH LAKES HOTEL PENRITH	08-Mar-2010	Actual Bed and Breakfast Costs - Hotel for visit to Cumbria	90.00
Carlson Wagonlit Travel	08-Mar-2010	Rail Travel - London to Paris	414.35
Swiss United	08-Mar-2010	Air - Travel to Geneva for Single Payment Scheme Committee	129.75
Carlson Wagonlit Travel	09-Mar-2010	Rail Travel - Outward ticket for trip to Cumbria	204.53
Carlson Wagonlit Travel	09-Mar-2010	Rail Travel - Return ticket from trip to Cumbria	45.19
AU BON ACCUEIL	10-Mar-2010	Other Miscellaneous Expenses - Dinner in Paris with international colleagues	42.29
NORTH LAKES HOTEL PENRITH	11-Mar-2010	Actual Bed and Breakfast Costs - Breakfast for two staff and other expenses at hotel	35.90
RES. ST HONORE PARIS	11-Mar-2010	Actual Bed and Breakfast Costs - Hotel in Paris	178.77
MESSRS CHAPLIN-BRI KESWICK	11-Mar-2010	Other Miscellaneous Expenses - Lunch during visit to Cumbria for 10 people	65.00
Carlson Wagonlit Travel	12-Mar-2010	Rail Travel - Accompanying Secretary of State to Brussels (later refunded)	395.80
Carlson Wagonlit Travel	12-Mar-2010	Rail Travel - Outward ticket for trip to Norfolk	26.43
Carlson Wagonlit Travel	12-Mar-2010	Rail Travel - Return train ticket from trip to Norfolk	80.86
Carlson Wagonlit Travel	17-Mar-2010	Rail Travel - Cancelled ticket to Brussels	-376.78
Carlson Wagonlit Travel	17-Mar-2010	Rail Travel - Ticket later refunded (booked in error)	277.59
STATIONERY OFFICE BOOK	18-Mar-2010	Stationery - expenses	320.00

Merchant name	Transaction Date	Description	Billed Amount (£)
Hotel Residence CityZen Geneve	19-Mar-2010	Actual Bed and Breakfast Costs - Accommodation in Geneva for Single Payment Scheme Committee	533.58
BAXTER STOREY	23-Mar-2010	Catering and Catering Supplies	45.83
BAXTER STOREY	23-Mar-2010	Catering and Catering Supplies	119.85
BAXTER STOREY	23-Mar-2010	Hospitality - Tea and coffee for meeting with external people	37.84
BAXTER STOREY	23-Mar-2010	Hospitality - Tea, coffee and lunch for Polish official visit	155.60
HOLIDAY INN BRUSSEL	24-Mar-2010	Actual Bed and Breakfast Costs - Brussels hotel	129.20
BAXTER STOREY	24-Mar-2010	Catering and Catering Supplies	27.03
BAXTER STOREY	25-Mar-2010	Catering and Catering Supplies - Refreshments for Management Board Meeting	27.03
BAXTER STOREY	25-Mar-2010	Catering and Catering Supplies - Refreshments for Management Board Meeting	128.31
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Eurostar (economy) to Brussels	264.13
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel	54.40
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Refunded ticket booked in error	-165.74
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Refunded ticket booked in error	-165.74
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Regional Visit	69.40
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Regional Visit	29.29
Carlson Wagonlit Travel	26-Mar-2010	Rail Travel - Train ticket for South Downs ramble	56.79
BAXTER STOREY	29-Mar-2010	Catering and Catering Supplies - Refreshments for Directors' meeting	48.65
BRIT MIDLAND	09-Apr-2010	Air - Flights to Bonn	273.10
Carlson Wagonlit Travel	09-Apr-2010	Rail Travel - Refund for cancelled Eurostar Service following Brussels rail crash	-104.78

Merchant name	Transaction Date	Description	Billed Amount (£)
Carlson Wagonlit Travel	09-Apr-2010	Rail Travel - Visit to Organisation for Economic Co-operation and Development	324.71