BIDFORD ON AVON PARISH COUNCIL In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 20^{th} May 2019 @ 7.45 pm at the Parish Council Meeting Room, Bramley Way.

PRESENT

Chairman

Cllr. Knight, Chairman of the Council

Cllrs.

Atkins, Fleming, Hiscocks, Keeley, Taylor and Williams

Also present:

District Cllrs. Fleming and Pemberton

6 members of the public

In attendance:

Mrs E. Uggerløse, Clerk to the Parish Council

1. TO RECEIVE AND ACCEPT APOLOGIES

Apologies received and accepted from Cllrs Cullum, Deacon and Meredith

2. TO RECEIVE ANY DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

- i. All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 18th December 2017, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.
 - Cllrs Knight and Taylor declared a personal interest in Item 14i)Planning Application 19/01205/FUL
- ii. Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.Dispensations will be granted as appropriate.

None required

3. TO APPROVE

i. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 29th APRIL 2019

Cllr Taylor proposed the Minutes be accepted as being accurate **RESOLVED:** that the Minutes be accepted as an accurate account, and signed by the Chairman.

ii. MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13TH MAY 2019 @ 7.30 PM

Cllr Keeley proposed the Minutes be accepted as being accurate **RESOLVED** that the Minutes be accepted and signed by the Chairman

4. YOUTH FORUM

None present

5. PUBLIC FORUM

No Issues raised

6. COUNCILLOR FORUM

- i. Could the Parish Council write a latter of thanks to Mark Smith congratulating him on another excellent Annual Vintage Gathering event.
 RESOLVED the Clerk to write a letter
- ii. The Rubbish Friends Bidford had been out and about on Sunday litter picking (65 of them). It was proposed a letter of thanks and encouragement be sent **RESOLVED** the Clerk to write the letter
- iii. A councillor had just returned from Scotland and had admired a Community Garden in Islay. It was proposed that the Amenities WG consider this in the future

RESOLVED the item to become an agenda one for the Amenities WG

7. TO RECEIVE REPORT FROM COUNTY COUNCILLOR

Cllr Brain did not attend the meeting

8. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

- i. Bidford Bridge Cllr Pemberton has a meeting on 11th June regarding new technology for a small ANPR camera.
 It perhaps is also the time to review the possibility of installing a sensor He will let the Clerk have a full written report for the next meeting as he will not be able to attend.
- **ii. Trees** there is an issue with trees on new developments as, after permission has been granted, WCC will ask for some to be removed as they interfere with road visibility. This attitude is slowly changing.
- iii. Cllr Pemberton is the new Deputy Leader at SDC and is the Portfolio Holder for Core Strategy & Planning and Infrastructure, Economy and Tourism.Cllr Fleming, newly elected to SDC is in the Planning committee as well as Overview & Scrutiny.

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9. RECEIVE CLERK'S REPORT

The written report had been circulated. The Clerk had only one addition: the first Work Experience youngster will be working with her for a week, starting on Monday 24^{th} June.

RESOLVED to note

10. TO RECEIVE REPORTS FROM THE PARISH COUNCIL'S WORKING GROUP

i. Allotment WG – Report with Resolutions attached to these Minutes of which it forms an integral part.

11.TO CONSIDER ISSUE RAISED BY A HIGH STREET RESDIENT REGARDING BANNERS

Council considered the comments raised. The Banner Group Project was the result of the Bidford on Avon NDP to brighten up the High Street and increase the footfall. It has proved very popular both with businesses and High Street residents as well as the local community and the period from 1st April to 30th September, which coincides with the Big Meadow Season, was considered appropriate. **RESOLVED** there was no requirement for new policies as Council was satisfied that

RESOLVED there was no requirement for new policies as Council was satisfied that the banners on the High Street fulfilled the requirement of the NDP.

12.TO CONSIDER INSTALLING A BOLLARDL, OR SIMILAR, ON THE MILERS BANK FOOTPATH BETWEEN NOS. 10 AND 11, TO PREVENT CYCLISTS DRIVING FAST FROM THE FLOOD DEFENCE MOUND, INTO THE FOOTPATH AND COLLIDING WITH PEDESTRIANS (map enclosed)

There was a short discussion as to what would be the better value way of preventing cyclists hurtling into the footpath and it was **RESOLVED** that a bollard would be effective and the cheapest method.

13.TO PROPOSE CLLR TAYLOR AS A CANDIDATE FOR THE NALC STAR COUNCIL AWARD

The proposer had seen this in the WALC Newsletter and believed Cllr Taylor was a good candidate due to her effort and work setting up and encouraging the Banner Group.

Council agreed that this was an excellent way of promoting the Council and the work it did and **RESOLVED** to submit Cllr Taylor as a candidate for the Star Council award Scheme for this year.

14. TO CONSDIER THE FOLLOWING PLANNING APPLICATION

i. 19/01205/FUL Mr Charles Husband, the Piggery, Barton Farm Barns, Welford Road, Barton

Single storey oak framed orangery extension

After a short discussion it was **RESOLVED** to object to the application as it could, potentially, become an independent dwelling which is contrary to the NDP. This objection would be waived if a condition was imposed that limited the use of this extension to an orangery so that it could not become an independent dwelling or annex in the future.

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15. TO CONSIDER AND APPROVE

i. Completed accounts for the month of April 2019

These had been circulated

RESOLVED they should be accepted and approved

ii. To approve payments to be made in May 2019

List of cheques to be raised and signed had been circulated.

The Clerk advised of the following additional cheques:

- 7241 Companies House £35 (setting up of the new CIC)
- 7242 CPCPP £3,000 (replacement cheque as original was lost)
- 7243 Warners Budgens £17.54 (refreshments for local community event)

The total amount for the cheque list is £15,506.97.

RESOLVED to approve payments and Cllrs Fleming and Keeley to sign the cheques

The meeting closed at approx. 8.20pm



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BIDFORD ON AVON PARISH COUNCIL In the County of Warwickshire



Item 9 - CLERKS REPORT - May 2019

1. TO NOTE THE FOLLOWING EXPENDITURES

- i. H2O Portable Steam Mop with replacement pads for the Big Meadow toilets
 - £77.97
- ii. 63 Amp Distribution Board, Power Box etc for the Big Meadow £206.98
- iii. New keyboard and USB port for office £15.95
- iv. Fire trees on the border of allotments and cemetery to be cut back
- v. Sign for the Big Meadow to ensure exit to the left of the hut £105

2. SLCC Conference - Leadership in Action, Stratford upon Avon

This is normally a 2 day event but this year the USA branch has been invited so the event has been extended to 3 days.

As you can imagine, not all the presentation are of interest so I asked if I were able to pick and choose to which the SLCC kindly agreed and gave me a tailor made price of £255 to attend on

- i. Wednesday 5th June all day
- ii. Thursday 6th June mid morning to after lunch
- iii. Friday 7th June mid morning to after lunch

3. Graham Feeste

Due to the extent of the sites to be visited and the possible complexity of some or all, he thinks it best to come and look first, see what he thinks needs doing and consult with WCC if necessary and then report back and perhaps meet Council and attend the local community meeting.

We have arranged for the first meeting to take place on 3rd June.

4. Computers

As requested, I have contacted ESPO regarding this. They have now entered into a partnership with the Crown Commercial Services Platform which is not an easy thing to manage. I have spoken to CCS and they are unable to assist. I am now waiting to hear back from the ESPO Account Manager to see if he can help but it is acknowledged that this new partnership does not help local councils with their limited personnel resource.

I hope to be able to bring this to Council at the June meeting.

BIDFORD ON AVON PARISH COUNCIL In the County of Warwickshire



Item 10 REPORT & RESOLUTIONS FROM THE ALLOTMENT WG

Members: Cllr Keeley (this was considered before the Annual Meeting of the Parish Council)

1. RENT

Following the comments made by the Internal Auditor, the WG discussed the issue of invoicing the Allotment Association annually for the full rent. This was considered by them and refused on the basis that the Tenancy Agreement is between the Allotment Holders and the Parish Council. The Allotment Association act as the Council's managers but have no financial interest in the land.

RESOLVED by Full Council to note the decision.

2. AMENDMENTS TO THE TENANCY AGREEMENT

The amendments were made to improve the wording and were agreed by the Allotment Association and the allotment holders at their AGM. **RESOLVED** by full Council to approve the amendments

3. SIGNAGE

The Allotment Association have requested that Council have 2 x signs made and installed at second entrance from Salford Road and by the Tennis Club saying "NO PUBLIC RIGHT OF WAY – ACCESS FOR ALLOTMENT HOLDERS ONLY" to prevent people from wandering among the allotments which is causing concern due to thefts from same.

Cost: £105 per sign

RESOLVED by full Council to approve the expenditure

Due

Date: 16/05/2019 **Time:** 17:06:38

Bidford on Avon Parish Council

Page: 1

List of Purchase Payments & Bank Payments By Bank

Date From: 01/04/2019 **Date To:** 30/04/2019

Transaction No From: 1

Transaction No To: 99,999,999

** NOTE: All values shown on this report are in the Bank Account's operating Currency **

Bank C	ode:	0201 Ban	k Name:	Current Bank A/c						Bank Rec.
No	Туре	Date	N/C	Ref	Details	Net Amount	Tax Amount	Gross Amount	B	Date
410	PP	08/04/2019	0201	7210	Purchase Payment	5,890.72	0.00	5,890.72	R	30/04/2019
411	PP	29/04/2019	0201	7211	Purchase Payment	21.78	0.00	21.78	Ν	
412	PP	29/04/2019	0201	7212	Purchase Payment	77.00	0.00	77.00	R	16/05/2019
413	PP	29/04/2019	0201	7213	Purchase Payment	70.52	0.00	70.52	R	16/05/2019
414	PP	29/04/2019	0201	7214	Purchase Payment	1,094.00	0.00	1,094.00	R	16/05/2019
415	PP	29/04/2019	0201	7215	Purchase Payment	580.00	0.00	580.00	N	
416	PP	29/04/2019	0201	7216	Purchase Payment	145.70	0.00	145.70	R	16/05/2019
417	PP	29/04/2019	0201	7217	Purchase Payment	89.30	0.00	89.30	R	16/05/2019
418	PP	29/04/2019	0201	7218	Purchase Payment	34.80	0.00	34.80	R	16/05/2019
419	PP	29/04/2019	0201	7219	Purchase Payment	86.06	0.00	86.06	R	16/05/2019
420	PP	29/04/2019	0201	7220	Purchase Payment	621.06	0.00	621.06	R	16/05/2019
421	PP	29/04/2019	0201	7221	Purchase Payment	95.00	0.00	95.00	Ν	
422	PP	29/04/2019	0201	7222	Purchase Payment	78.00	0.00	78.00	N	
423	PP	29/04/2019	0201	7223	Purchase Payment	54,480.00	0.00	54,480.00	R	16/05/2019
424	PP	29/04/2019	0201	7224	Purchase Payment	358.00		358.00	R	16/05/2019
425	PP	29/04/2019	0201	7226	Purchase Payment	29.62	0.00	29.62	N	
426	PP	29/04/2019	0201	7227	Purchase Payment	720.00	0.00	720.00	R	16/05/2019
427	PP	29/04/2019	0201	7228	Purchase Payment	27.06	0.00	27.06	R	16/05/2019
428	PP	29/04/2019	0201	7229	Purchase Payment	2,224.80	0.00	2,224.80	R	16/05/2019
429	PP	29/04/2019	0201	7230	Purchase Payment	162.51	0.00	162.51	R	30/04/2019
439	PP	01/04/2019	0201	SO	Purchase Payment	57.54	0.00	57.54	R	09/04/2019
440	PP	01/04/2019	0201	SO	Purchase Payment	252.00	0.00	252.00	R	09/04/2019
441	PP	01/04/2019	0201	SO	Purchase Payment	2,088.86	0.00	2,088.86	R	09/04/2019
442	PP	01/04/2019	0201	DD	Purchase Payment	160.91	0.00	160.91	R	09/04/2019
443	PP	02/04/2019	0201	DD	Purchase Payment	47.42	0.00	47,42	R	09/04/2019
444	PA	15/04/2019	0201	DD1922667	Payment on Account	50.68	0.00	50.68	R	30/04/2019
445	PA	15/04/2019	0201	DD172128	Payment on Account	57.89	0.00	57.89	R	30/04/2019
446	PA	15/04/2019	0201	DD192454	Payment on Account	76.7	5 0.00	76.75	R	30/04/2019
447	PP	16/04/2019	0201	DD	Purchase Payment	661.1	7 0.00	661.17	R	30/04/2019
448	PP	23/04/2019	0201	DD	Purchase Payment	25.0	7 0.00	25.07	R	30/04/2019
449	PA	24/04/2019	0201	DD	Payment on Account	5.73	3 0.00	5.73	R	30/04/2019
450	PP	25/04/2019	0201	DD	Purchase Payment	33.6	5 0.00	33.65	R	30/04/2019
451	PP	29/04/2019	0201	50	Purchase Payment	200.0	0.00			
452	PP	30/04/2019	0201	SO	Purchase Payment	57.5	4 0.00			
453	PP	30/04/2019	0201	SO	Purchase Payment	252.0	0.00	252.00	R	30/04/2019
454	PP	30/04/2019	0201	SO	Purchase Payment	2,133.6	0.00	•		
455	BP	08/04/2019	4021	DD/STO	Omnicapital	24.8				
456	BP	15/04/2019	4018	DD/STO	Scottish Power 16061138656	16.4				
458	BP	01/04/2019	0517	SO	Warks PS	825.6	4 0.00			09/04/2019
459	BP	17/04/2019	0515	BP	HMRC - PAYE/NI	2,549.9		•		30/04/2019
460	BP	26/04/2019	0516	SO	Mrs E Uggerloese	2,063.5		•		
461	BP	30/04/2019	0517	SO	Warks PS	859.0	6 0.00	859.06	F	30/04/2019
						79,386.2	9 8.20	79,394.55	į	
						79,386.2	9 8.2	79,394.55	2	

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Date: 16/05/2019 **Time:** 17:07:43

Bidford on Avon Parish Council List of Sales Receipts & Bank Receipts By Bank

Page: 1

Date From: 01/04/2019 **Date To:** 30/04/2019

Transaction No From: 1

Transaction No To:

99,999,999

** NOTE: All values shown on this report are in the Bank Account's operating Currency **

Bank Code: 0201				Bank Name:	Current Bank A/c						
No	Type	<u>Date</u>	N/C	Ref	<u>Details</u>	Net Amount	Tax Amount G	ross Amount B	Date		
457	BR	17/04/2019	4021	DD/STO	Aerial Direct Ltd Dis1402227	4.00	0.00	4.00 R	30/04/2019		
462	SR	23/04/2019	0201	502741	Sales Receipt	60.00	0.00	60.00 R	30/04/2019		
463	SR	29/04/2019		502743	Sales Receipt	2,000.00	0.00	2,000.00 R	16/05/2019		
464	BR	04/04/2019		502740	T Prince (Little Col)	143.55	0.00	143.55 R	09/04/2019		
465	BR	04/04/2019		502740	R Smith (Large Col)	890.00	0.00	890.00 R	09/04/2019		
466	BR	23/04/2019		502741	G Cliffoerd (436)	83.33	16.67	100.00 R	30/04/2019		
467	BR	24/04/2019		502742	D Baker (1311)	100.00	0.00	100.00 R	30/04/2019		
468	BR	24/04/2019		502742	D Baker (437)	316.67	63.33	380.00 R	30/04/2019		
469	BR	29/04/2019		502743	A E Barrett (1313)	305.00	0.00	305.00 R	16/05/2019		
470	BR	25/04/2019		500463	Big Meadow car parking fees	1,987.50	397.50	2,385.00 R	30/04/2019		
471	BR	26/04/2019	_	BGC	Stratford on Avon PREQ004255	137,177.50	0.00	137,177.50 R	30/04/2019		
		,,				143,067.55	477.50	143,545.05			
						143,067.55	477.50	143,545.05			



Date: 16/05/2019 **Time:** 17:02:10

Bidford on Avon Parish Council

Page: 1

List of Purchase Payments & Bank Payments By Bank

Date From: 01/05/2019 **Date To:** 30/05/2019

Transaction No From: 1

Transaction No To: 99,999,999

** NOTE: All values shown on this report are in the Bank Account's operating Currency **

Bank Co	de: (201 Banl	k Name:	Current Bank A/c						Bank Rec.
No	Type	Date	N/C	Ref	Details	Net Amount	Tax Amount	Gross Amount	В	Date
496	PA	01/05/2019	0201	DD	Payment on Account	48.59	0.00		R	16/05/2019
497	PP	08/05/2019	0201	DD	Purchase Payment	618.81	0.00	618.81	R	16/05/2019
498	PA	14/05/2019	0201	DD192267	Payment on Account	52.00	0.00	52.00	R	16/05/2019
499	PA	14/05/2019	0201	DD172128	Payment on Account	55.00	0.00	55.00	R	16/05/2019
500	PA	14/05/2019	0201	DD192454	Payment on Account	74.00	0.00	74.00	R	16/05/2019
501	PP	15/05/2019	0201	DD	Purchase Payment	35.00	0.00	35.00	R	16/05/2019
502	BP	08/05/2019	4021	DD/STO	Omnicapital	24.86	4.97	29.83	R	16/05/2019
503	BP	15/05/2019	4018	DD/STO	Scottish Power 16061138656	16.47	3.29	19.76	R	16/05/2019
503 511	PP	20/05/2019	0201	7232	Purchase Payment	534.52	0.00		N	
512	PP	20/05/2019	0201	7233	Purchase Payment	719.40	0.00	719.40	Ν	
512	PP	20/05/2019	0201	7234	Purchase Payment	247.30	0.00		Ν	
514	PP	20/05/2019	0201	7235	Purchase Payment	324.00	0.00		N	
515	PP	20/05/2019	0201	7225	Purchase Payment	197.88	0.00	197.88	N	
516	PP	20/05/2019	0201	7236	Purchase Payment	102.00	0.00		N	
517	PP	20/05/2019	0201	7237	Purchase Payment	3,540.00	0.00		Ν	
518	PP	20/05/2019	0201	7238	Purchase Payment	5,401.50	0.00		Ν	
519	PP	20/05/2019	0201	7239	Purchase Payment	359.33	0.00			
520	PP	20/05/2019	0201	7240	Purchase Payment	942.00	0.00	942.00	Ν	
J2V		20,00,2017	4234		•	13,292.60	8.26	13,300.92		
						13,292.6	8.26	13,300.92		

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Date: 16/05/2019 Time: 16:46:04

Bidford on Avon Parish Council Day Books: Paid Invoices (Summary)

Page: 1

Supplier Reference From :

Supplier Reference To: 27777777

Payment Date From: 01/05/2019 Payment Date To: 30/05/2019

							r aymone De	100. 30/(13/2019
<u>Tran</u> Number	<u>Date</u>	Account Ref	Inv Ref	Last Pay Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	Amount Paid this Period
358	03/04/2019	ICO	Z9058746/1	15/05/2019	DD	35.00	0.00	35.00	35.00
363	05/04/2019	PARR	00074943_S	20/05/2019	7225	608.00	121.60	729.60	729.60
364	10/04/2019	PARR	00075076_S		7225	36.90	7.38	44.28	44.28
378	16/04/2019	ASTLEYS	111692	20/05/2019	7232	445.45	89.07	534.52	534.52 W
380	30/04/2019	GRU	GI02650601		7233	599.50	119.90	719.40	719.40
385	30/04/2019	LIMEBRID	1046	20/05/2019	7235	65.00	13.00	78.00	78.00
386	30/04/2019	LIMEBRID	1046	20/05/2019	7235	120.00	24.00	144.00	144.00
387	30/04/2019	LIMEBRID	1046	20/05/2019	7235	85.00	17.00	102.00	
388	30/04/2019	PEAR	123462	20/05/2019	7236	85.00	17.00	102.00	102.00
390	30/04/2019	SMITH	1/Apr/2019	20/05/2019	7238	500.00	0.00	500.00	102.00
391	30/04/2019	SMITH	1/Apr/2019	20/05/2019	7238	48.00	0.00		500.00
392	30/04/2019	SMITH	1/Apr/2019	20/05/2019	7238	250.00	0.00	48.00	48.00
393	30/04/2019	SMITH	1/Apr/2019	20/05/2019	7238			250.00	250.00
394	30/04/2019	SMITH	1/Apr/2019	20/05/2019	7238	250.00	0.00	250.00	250.00
395	30/04/2019	SMITTH	2/Apr/2019	20/05/2019	7238 7238	540.00	0.00	540.00	540.00
396	30/04/2019	SMITH	2/Apr/2019 2/Apr/2019	20/05/2019	7238	720.00	0.00	720.00	720.00
397	30/04/2019	SMITH	2/Apr/2019 2/Apr/2019	20/05/2019	7238	150.00	0.00	150.00	150.00
398	30/04/2019	SMITH	2/Apr/2019 2/Apr/2019			99.00	0.00	99.00	99.00
399	30/04/2019	SMITH	2/Apr/2019 2/Apr/2019	20/05/2019	7238	33.00	0.00	33.00	33.00
400	30/04/2019	SMITH		20/05/2019	7238	198.00	0.00	198.00	198.00 /
401	30/04/2019	SMITH	2/Apr/2019	20/05/2019	7238	132.00	0.00	132.00	132.00 \ \
402	30/04/2019	SMITH	2/Apr/2019	20/05/2019	7238	165.00	0.00	165.00	165.00
403	30/04/2019	SMITH	2/Apr/2019	20/05/2019	7238	82.50	0.00	82.50	82.50
40 4	30/04/2019	SMITH	3/Apr/2019	20/05/2019	7238	220.00	0.00	220.00	220.00
405	30/04/2019	SMITH	3/Apr/2019	20/05/2019	7238	150.00	0.00	150.00	150.00
406	30/04/2019		3/Apr/2019	20/05/2019	7238	100.00	0.00	100.00	100.00
407		SMITH	3/Apr/2019	20/05/2019	7238	100.00	0.00	100.00	100.00
408	30/04/2019	SMITH	4/Apr/2019	20/05/2019	7238	264.00	0.00	264.00	264.00
409	30/04/2019	SMITH	4/Apr/2019	20/05/2019	7238	750.00	0.00	750.00	750.00
436	30/04/2019	SMITH	4/Apr/2019	20/05/2019	7238	50.00	0.00	50.00	50.00
437	15/04/2019	HARTWELL	211428	20/05/2019	7234	168.58	33.72	202.30	202.30
	24/04/2019	HARTWELL	212064	20/05/2019	7234	15.00	3.00	18.00	18.00 (4
438	24/04/2019	HARTWELL	212074	20/05/2019	723 4	22.50	4.50	27.00	27.00
483	01/05/2019	EDF		5 08/05/2019	DD	515.67	103.14	618.81	618.81
485 486	01/05/2019	PROLECT	INV-2676	20/05/2019	7237	2,950.00	590.0 0	3,540.00	3,540.00
486	20/05/2019	SMITH	01/2019	20/05/2019	7238	600.00	0.00	600.00	600.00 W
487	20/05/2019	UGGER	May 2019	20/05/2019	7239	35.50	0.00	35.50	35.50
488	20/05/2019	UGGER	May 2019	20/05/2019	7239	14.64	0.00	14. 64	14.64
489	20/05/2019	UGGER	May 2019	20/05/2019	7239	1.29	0.00	1.29	1.29 / /
490	20/05/2019	UGGER	May 2019	20/05/2019	7239	6.00	0.00	6.00	6.00 (
491	20/05/2019	UGGER	May 2019	20/05/2019	7239	77.97	0.00	<i>7</i> 7.97	77.97
492	20/05/2019	UGGER	May 2019	20/05/2019	7239	206.98	0.00	206.98	206.98
493	20/05/2019	UGGER	May 2019	20/05/2019	7239	16.95	0.00	16.95	16.95
494	15/05/2019	WALC	SUBS-1920-1	20/05/2019	7240	942.00	0.00	942.00	942.00 W
						12,454.43	1,143.31	13,597.74	13,597.74

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