

Indoor Market Scrutiny Committee Briefing Note – 8 October 2019

All traders within the Indoor Market occupy their units by way of lease (as agreed at lease renewal proceedings in May 2017). The lease enables Birmingham City Council to recover the costs for the services provided to the Indoor Market as detailed in the lease (**Appendix 4**, Part 1A of the Fourth Schedule)

Service Charge 1 (SC1) includes: employee costs, premises costs, (cleaning costs, utilities, pest control, refuse collection, premises insurance), repairs and maintenance (CCTV, fire alarms, water distribution, air handling, generator, lighting etc.) and supplies and services.

Service Charge 2 (SC2) exclusively covers the repair and maintenance of refrigeration plant and equipment used by the wet traders. BCC decided about 3/4 years ago that they would meet the cost of repairing certain elements of the refrigerated display counters (rather than including these in SC2) as some of these (predominantly the fish display counters) were considered to be not fit for purpose when they were first installed by Hammersons in 2000. In 2017/18 this amounted to £24,920 being met by BCC and £74,876 being met by the traders. This cost is increasing for BCC as the display counters get older. It is not possible to replace the counters as this cost would have to be recovered from the traders as per the lease conditions and they could not financially bear this levy over a 2 year period until the Smithfield Development.

Service Charges Calculation

Birmingham City Council is not a member of RICS and is not regulated by them. However we should try and abide by the RICS Service Charge Code for Commercial Properties 1st edition, September 2018 as much as possible. This code indicates that the best way to calculate the apportionment of Service Charge is to calculate it by reference to floor areas. This is what Markets Service does. This has been verified by an independent “Service Charge Report on Birmingham Indoor Market” which was commissioned by BCC from Graham Pack Associates (**Appendix 1**)

The service charge budget for 2019/20 is being increased from £977,000 to £1,022,735. The increase is based on the actual costs of providing services in 2017/18 and 2018/19. This results in the annual price per square foot increasing from £39.58 to £42.12. This is not the “imposition” of a service charge increase. This is legal recovery of the costs of delivering services. Costs are gradually increasing as the building and plant get older and hence more maintenance is required (e.g. lifts, refrigeration plant). The building only has 2/3 more years’ life before the commencement of the Smithfield Development

As part of the lease renewal agreement in May 2017 the annual service charge is independently audited. Once this audit has been completed, any under or over recovery is apportioned across all units (including voids). Birmingham City Council bears the service charge costs for the void units.

Rent

The annual rent per square foot is £32.50 (for trading space) and £4 (for storage space). These rental levels were agreed by traders’ representatives and Birmingham City Council (solicitors and surveyors) as part of the lease renewal court case in May 2017. They cannot be changed unless a corporate strategic decision was taken to do this. Any reduction of rent and/or service charge would be at the cost of BCC

Service Charge Costs and Apportionment – Key Issues

Cleaning

Traders have consistently stated they are not happy with the costs of cleaning and would like cleaning services to be “put to the market” as opposed to being delivered by Birmingham City Council. Indoor Market Cleaning costs for 2017/18 were £255,418. Discussions are currently being held between the Markets Service and Citi Serve to identify efficiencies and potential new operating models.

Service Charge 1

Dry goods traders do not consider that some elements of the Service Charge 1 are apportioned fairly such as waste removal costs as they argue that wet goods traders produce more waste. These arguments will always arise and hence we have followed the RICS code to apportion by floor area. Service Charge 2 is only charged to wet traders as it covers specific charges only incurred by them.

Electricity

All traders pay for shared electricity services in SC1. Electricity for the refrigeration units are paid from individual meters that measure consumption. However when the electricity comes into the market it first serves the refrigeration units before going to the rest of the building. A clamp meter has been placed on the supply to measure electricity usage in supplying the refrigeration units. A recent survey from an Engineering expert commissioned by the Markets Service (and jointly appointed in an ongoing litigation case) has confirmed that the meter is affixed in the right position and is correctly measuring electricity consumption to supply the refrigeration units. It is the Markets Service’s intention to include the cost of this usage in SC2 and deduct it from SC1 from 2020/21 going forward. There is not a necessity to do this as both the report from Graham Pack Associates and the outcome of the case below conclude that the service charge for the Indoor Market is calculated and apportioned correctly. However, the Markets Service consider that this is reasonable going forward as it is a quantifiable amount.

Birmingham City Council vs Manoochehri

In a 5 year litigation case Birmingham City Council has sought to recover debt from a previous tenant. The tenant put forward a defence and a counterclaim. The counterclaim included disputes about how the Indoor Market service charge was calculated and the measurements used. As part of the case a court order required joint appointment of an independent expert to report on the disputed service charge.

A judgement has recently (4 September 2019) been reached in this matter and is included at **Appendix 2**. This judgement found:

“AND UPON the court finding that the Claimant was entitled to forfeit the lease and that the rent and service charge was correctly calculated”

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Scrutiny Committee – Indoor Market Service Charge October 2019

List of Appendices

Appendix 1 – GP Service Charge expert report Aug 2019

Appendix 2 – Judgement BCC vs. Manoochehri Sept 2019

Appendix 3 – Audit Report Pointon Young Chartered Accountants 2017.18

Appendix 4 – Template Food Lease

Appendix 5 Template Non Food Lease

Appendix 6 – Indoor Market Year End Pack 2017.2018

Appendix 7 – examples of end year SC1 letter to dry goods traders

Appendix 8 – examples of end year SC1 and SC2 letters to wet goods traders

SERVICE CHARGE REPORT

ON

BIRMINGHAM INDOOR MARKET

FOR

BIRMINGHAM CITY COUNCIL

Graham Pack BSc (Hons) FRICS
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Hertfordshire
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1 August 2019

1 INTRODUCTION

1.1 I have been instructed by Birmingham City Council to look at the service charge regime at their indoor market. This will include the following:

- Whether it complies with the RICS Professional Standard for Service Charges in Commercial Property
- Whether they comply with the terms of the leases
- Whether their procedures are correct
- Whether their basis of apportionment is correct
- What improvements can be made

1.2 I became involved in the indoor market when I was appointed by Birmingham County Court to act as the single joint expert in respect of a service charge dispute between Birmingham City Council and one of their former tenants

My duty was to the County Court and my report on the matter was addressed to them. As I was acting as the single joint expert I did not favour one party or the other but acted totally independently.

1.3 Following my involvement in the case in September 2018, I was approached by Birmingham City Council in June 2019 to provide them with advice on the service charges at the indoor market. I made checks to establish whether there was a conflict of interest with regard to providing the Council with advice and the work carried out as the Court appointed expert. Having carried out checks, I am of the opinion that there is not a conflict of interest in providing advice to the Council

1.4 I met with Amanda Prosser-Davies and Lynn Thomas to look at and address the issues commonly raised by the Indoor Market Traders Association with regards to the service charges. The Council was also seeking advice as to whether they are compliant with regard to the RICS Code on service charges

1.5 This report sets out the current position and ways to improve the procedures

2 SERVICE CHARGE CODE

2.1 The current service charge code is Service Charges in Commercial Property 1st edition, September 2018. This is a Professional Statement that came into force on 1st April 2019

2.2 For a Professional Statement, there are mandatory requirements for RICS members and RICS regulated firms

2.3 As a Council, you are not a member of the RICS or regulated by them. However you should try to abide by the Statement as much as possible. These would include items such as:

- Costs should be transparent
- Owners should not profit from the provision of the services
- The apportionment of costs should be fair and reasonable
- Managers should communicate with the occupiers over the service and costs
- Those certifying the accounts should recognise that they have a duty of care to both the occupiers and owners
- Budgets and accounts should be issued in a timely manner

3 LEASES

3.1 Although the Professional Statement sets out how the service charges should be dealt with, it does state that the Statement cannot override the lease but when read in conjunction with the Statement, it can enable users to identify the best way forward to ensure effective management

3.2 There are 2 different leases that are used within the indoor market. These are:

- The original leases
- The updated leases following the lease renewals

3.3 The Fourth Schedule of the leases sets out the service charges. these are divided into 3 elements, which are:

- Part 1(A) – Services provided.

This sets out the services that are provided to the indoor market by the Council

- Part 1(B) – Service expenses.

This sets out the recovery of the costs incurred in the provision of the services in Part 1(A), together with the fees for managing them and the provision of staff dealing with the services

- Part 2 – Service charge.

This sets out the basis of the payments, the budgets and how the accounts will be dealt with at the year end

3.4 The only difference between the 2 leases is in respect of Clause 3 of Part 2. The new leases have incorporated more comprehensive wording in Clause 3 compared to the original leases

The additional wording sets out the following:

- The type of company required to certify the accounts. This is either a firm of chartered or certified accountants or such other suitably qualified professional firm
- Following the receipt of the certified statement, the Tenant has the right to challenge the costs by referring the matter to arbitration to be decided by an arbitrator

4 APPORTIONMENTS

4.1 The way that the Council deals with the apportionments is not following the normal

percentage basis but by individual calculations which equate to the same figures

- 4.2 The Council will take the area of the unit and then divide it by 12 to get the equivalent of the area on a monthly basis. It then multiplies that monthly area rate by a rate per square foot. This is the monthly rate paid for each lessee
- 4.3 The better way to deal with the apportionments is on a percentage basis. The calculation will be the area of the unit in question as a proportion of the total of all the units in the market.

Once the budget is completed, the amount that each lessee pays is a percentage of that total budgeted figure, based on their areas. This will give an annual payment that can then be divided into 12 in order to obtain the monthly amount to charge out

- 4.4 The advantage of dealing with the apportionments on a percentage basis is that if the overall area of the units changes due to the reconfiguration of the market, then the percentages change for all the tenants. This will make it easier in dealing with the costs for each lessee at the year end
- 4.5 In calculating the proportions, the areas of the units are apportioned as follows:
- Ground floor units – 100% of their area
 - First floor units/stores – 20% of their area

The reduction in the first floor units takes into account the reduced services that they attract. This is not unusual and reductions are used for remote storage areas in office buildings and shopping centres, although this is usually 50% rather than 20% of the area

- 4.6 In shopping centres, weightings are used so that the larger units do not pay a disproportionate cost of the service charges. Units up to approximately 5,400 square feet (500 square metres) will have 100% of their area used in the calculation. Units over 5,400 square feet will have their area reduced in the

calculation

As there are no single units in the market that are over 5,400 sq ft, then a weighted floor area calculation is not necessary

- 4.7 One issue that we did discuss was the different way traders used their units on the ground floor retail sales area. Some might have a small sales area and a large rear store, whilst others may not have any storage within their unit and use all the space for sales.

The way in which each separate lessee uses their unit should not be factored into the apportionments for the service charges. The Council has made a reduction in the areas for the first floor store units but they should still use 100% of the areas of the units for the ground floor units

Whilst the Council may deal with the rental values in a different way for the use of the space, this would not affect the way the service charges are dealt with or calculated

5 CONTRACTORS

- 5.1 Contractors should be appointed based on their appropriateness for the work entailed and pay them for carrying out the work
- 5.2 This does not mean that the Council should take the cheapest option required for the job being carried out as this does not always mean the best value for money when weighed up with the service being provided
- 5.3 As there are entities within the Council as a whole that carry out certain functions to various departments, it is acceptable that they provide these services to the indoor market rather than going to outside contractors, as it can be easier to control these services and the personnel.

6 ELECTRICITY COSTS

- 6.1 From the discussions that I had, there appears to be an issue with regard to the recovery of the costs for the electricity
- 6.2 I understand that each unit has a check meter in order that the individual lessees can be recharged for the electricity that they use. However there is an issue with regard to the electricity used for the refrigeration units
- 6.3 From what I understand, the electricity comes into the market and first serves the refrigeration units before going to the rest of the building. A clamp meter has been placed on the supply to register the electricity usage to these refrigeration units
- 6.4 Recovering the costs from the lessees for these refrigeration units has not been easy to assess. At the moment, I understand that this is based on the rate that the traders have been charged on their personal consumption at the individual units
- 6.5 You have informed me that the Council are looking to employ an electrical expert to review the supply of the electricity across all the plant, machinery and units to check the flow of the electricity supply in the building. Until this is completed, you should continue to recover the costs for the refrigeration units based on the consumption of the individual units
- 6.6 Once the electricity review is completed, depending on the outcome of it, the best way to deal with this is to go with the area percentage apportionment basis. This way you will know the areas for the applicable units and you can then apportion the costs on a percentage basis of each units area as a proportion of all the unit areas that have the supply to the refrigeration units

7 BUDGETING AND ACCOUNTING

- 7.1 Budgets should be sent to the lessees at least one month before the start of the service charge year. This will set out the percentage liability for each unit and their annual charge. It could also set out the monthly amounts that the lessee has to pay. With this, there could also be a schedule of areas and percentages for the market.
- 7.2 In the budgets that go to the lessees, there should be an explanation of the costs and details of any major expenses
- 7.3 Following the year end, the lessees should be sent the certificate of costs within 4 months of the year end. There is no legal requirement to ensure that this is carried out within the 4 months but it is just good practice to do so
- 7.4 In terms of accounting, there is no requirement for the Council to use a specialist property accounting system to record the invoices and prepare the paperwork for the auditors. This can be dealt with by an Excel spreadsheet as long as it has the correct headings to ensure the details have been recorded correctly. This would include headings such as:
- Cost code
 - Cost centre/heading, such as cleaning, security, repairs etc
 - Date of invoice
 - Company
 - Invoice number
 - Brief information on the work carried out
 - Cost net of VAT
 - VAT amount
 - Cost gross of VAT
- 7.5 With regard to the staff costs, we discussed that those directly involved in the operational side will have their costs fully apportioned to the indoor market, even though in the past they have been involved in the other markets and the staff from

the other markets have been involved in this property. This will make the accounting easier to deal with

7.6 Under the terms of the lease, whether the old or new versions, the Council can charge a management fee of no more than 10% of all the other costs. By charging a fixed percentage, this could make the accounting easier than it is at the moment as you are trying to calculate how much time your staff members are spending on each property.

7.7 In terms of apportionments of costs between the various uses in the market, this will be impossible to get to such a granular level to monitor whether one trader uses the rubbish containers more than another or if one trader uses the lift more than another

This is why all the costs should be placed within the total service charge accounts and apportioned based on the area percentages of the units

7.8 Once the costs have been entered into the spreadsheet, a copy of the invoice should be placed in a lever arch file. This will have dividers that are in the separate cost headings. This will make it easier for the auditors when it comes to the year end accounts to cross check and validate the charges

7.9 Once the year end accounts are certified, you only need to provide the summary of the costs expended as certified by the auditors. I know in the past that you have sent out a full detailed list of all expenditure to the lessees. This is not necessary. If a lessee requires more detailed information, then you can email the detailed schedule to them

7.9 On a practical point, the Council should ensure that the accounting/invoice spreadsheet is available for general access and several people know how to deal with it as well as the mechanics of the invoice file. This is in case something happens to the main people involved, such as Amanda Prosser-Davies and Lynn Thomas. This will ensure that there is continuity in case they leave or something

happens to them

8 CONCLUSION

8.1 Overall, the way the Council deals with the service charges is satisfactory. There are some improvements that can be made. These include:

- Changing to an apportionment basis using percentages of areas rather than rates per square foot for each unit
- Ensuring the invoices are correctly logged into a spreadsheet with the back up documentation in an indexed file
- Ensuring there are several people who know the system so that its resilient in case something happens to key staff
- Change the basis of the recovery of the refrigeration units electricity to a percentage basis based on the areas of the units concerned as a proportion of all the units
- Consider charging a flat rate percentage for management fees
- Ensure budgets are sent out at least one month before the start of the service charge year
- Try to arrange that the accounts are certified within 4 months of the year end

8.2 Although the Council does not need to follow the service charge code to the letter as it is not regulated by the RICS, it should try to comply as much as possible. However the lease is the main document which has to be followed



Graham Pack BSc (Hons) FRICS

1 August 2019

Appendix 2

RECEIVED

05 SEP 2019 08 AM

ANTHONY COLLINS
SOLICITORS LLP

Anthony Collins Solicitors Llp
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B3 2ES
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General Form of Judgment or Order

In the County Court at Birmingham	
Claim Number	D55YM815
Date	4 September 2019



BIRMINGHAM CITY COUNCIL	1 st Claimant Ref NRM/04464.0140
MR JAVID MANOOCHERI	1 st Defendant Ref

Before Deputy District Judge Naish sitting at the County Court at Birmingham, Civil Justice Centre, The Priory Courts, 33 Bull Street, Birmingham, B4 6DS.

UPON hearing counsel for the Claimant and the Defendant appearing in person assisted by his McKenzie Friend Mr Owen

AND UPON the court finding that the Claimant was entitled to forfeit the lease and that the rent and service charge was correctly calculated

IT IS ORDERED

1. Paragraphs 5 and 6, 10 and 11, and 12 and 13 of the Defence are struck out as they disclose no reasonable grounds for defending the claim.
2. There be summary judgment for the Claimant in the sum of £11211.20, comprising:
 - a. arrears of £7910.36 and;
 - b. interest of £3300.84, and then continuing at a daily rate of £1.73 until payment.
3. The Defendant's counterclaim be struck out save for paragraph 1.a.
4. The Defendant's application for strike out and summary judgment be dismissed.
5. The matter be reallocated to the fast track.
6. The Costs and Case Management Conference dated 19 November 2019 at 15:00 be relisted as a directions hearing with a time estimate of 1 hour.
7. Costs in the case.

The court office at the County Court at Birmingham, Civil Justice Centre, The Priory Courts, 33 Bull Street, Birmingham, B4 6DS. When corresponding with the court, please address forms or letters to the Court Manager and quote the claim number. Tel: 0300 123 5577. Check if you can issue your claim online. It will save you time and money. Go to www.moneyclaim.gov.uk to find out more.

Dated 22 August 2019

Independent auditor's report to the landlord of Birmingham Bull Ring Indoor Market

We have audited the accompanying service costs and charges for Birmingham Bull Ring Indoor Market for the year ended 31 March 2018, which comprise the statement of service costs and charges, and related notes. The service costs and charges have been prepared in accordance with the Fourth Schedule - Service Charge parts 1(a), 1(b) and 2 of the lease.

Landlord responsibility for the accounts

The landlord is responsible for the preparation of the service costs and charges in accordance with the terms of the lease(s), and for such internal control as the landlord determines is necessary to enable the preparation of the service costs and charges that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the service costs and charges based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the service costs and charges are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts in the service costs and charges. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the service costs and charges, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the preparation of the service costs and charges in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls. An audit also includes evaluating the appropriateness and the reasonableness of accounting estimates made.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the service costs and charges accounts of Birmingham Bull Ring Indoor Market for the year ended 31 March 2018 are prepared, in all material respects, in accordance with the Fourth Schedule Service Charge parts 1(a), 1(b) and 2 of the lease.

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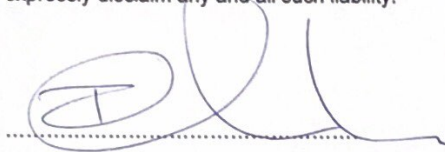
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Institute of Chartered Accountants in England and Wales

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Our report has been prepared pursuant to the terms of our engagement letter and for no other purpose. No person is entitled to rely on this report unless such a person is a person entitled to rely upon this report by virtue of our engagement letter or has been expressly authorised to do so by our prior written consent. Save as above, we do not accept responsibility for this report to any other person or for any other purpose and we hereby expressly disclaim any and all such liability.

A handwritten signature in blue ink, appearing to be 'Rakesh Chauhan', written over a dotted line.

25 January 2019

Mr Rakesh Chauhan BSc FCCA
For and on behalf of Pounton Young, Statutory Auditor
33 Ludgate Hill
Birmingham
B3 1EH

DATED _____

2017

BIRMINGHAM CITY COUNCIL (1)

AND

[] (2)

**INDOOR MARKET, BULL RING,
BIRMINGHAM**

Lease for 5 years
Starting on 1 May 2017
Ending on 30 April 2022
Stall:
Rent: [] plus VAT
Payable monthly in advance
Category: Food

Birmingham City Council
Legal and Democratic Services
11-14 Cannon Street
Birmingham B2 5EN

LEASE PARTICULARS

Date of Lease	2017
Landlord	BIRMINGHAM CITY COUNCIL
Tenant	Name: Address:
Premises	
Contractual Term	A term commencing on 1 May 2017 and ending on 30 April 2022
Rent	£ [] plus VAT per annum
Rent Payment Dates	The First day of each calendar month
Rent Start Date	1 May 2017
Permitted use	

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The First Schedule

The Premises

The Second Schedule

User

The Third Schedule

The Market Covenants

The Fourth Schedule

Service Charge

Part 1(A) – Services Provided

Part 1(B) – Service Expenses

Part 2 – Service Charge

The Fifth Schedule

Schedule of Rights

The Sixth Schedule

Exceptions and Reservations

THIS LEASE is made on the date shown in the Lease Particulars (which are incorporated herein) between (1) the Landlord (2) the Tenant **WITNESSES** as follows

1. **Definitions and Interpretation**

In this Lease where the context so admits the words and expressions set out in the Lease Particulars shall have the meanings there set out and the following words and expressions shall mean:

- | | | |
|-----|--------------------|--|
| 1.1 | "Additional Rents" | (a) the Insurance Rent (as hereinafter defined) and
(b) the Service Charge (as hereinafter defined); and
(c) any expenses costs fees and other sums properly incurred enforcing the provisions of this Lease; and
(d) all expenses costs fees and other sums properly incurred enforcing the provisions of this Lease and
(e) any additional insurance premiums payable by the Tenant under the sub-clause headed <u>Insurance</u> ; and
(f) Value Added Tax on the Initial Rents and any of the Additional Rents set out above |
| 1.2 | "Centre" | the land and building known as Indoor Market Bull Ring Birmingham and the curtilage thereof shown edged red on the Plan and any boundary walls and fences and all additions and alterations thereto excluding for the avoidance of doubt the car park forming part of the said building but including the ceiling of the mezzanine floor of the Centre which abuts the car park above and forms the floor of the said car park |

1.3	"Conduits"	pipes drains gutters flutes channels wires and other conducting media and ancillary apparatus in or serving the Centre and/or Premises
1.4	"Contractual Term"	a term commencing on 1 May 2017 and ending on 30 April 2022
1.5	"Insurance Rent"	<p>a sum representing a fair and proper proportion of the costs to the Landlord of:</p> <ul style="list-style-type: none"> (a) complying with the Landlord's insuring covenant hereinafter contained (b) public liability insurance of the Landlord in connection with the Centre (c) obtaining at periodic intervals independent valuations of the Centre for insurance purposes (being not more frequently than once in any two year period) together with an amount equivalent to the excess sums (if any) which the insurers are not liable to pay out on any insurance claim in respect of the Premises of which the Tenant (or the Tenants' Association) has been informed in writing
1.6	"Insured Risks"	<p>Fire lightning explosion aircraft (not being hostile aircraft) and articles dropped therefrom riot civil commotion earthquake storm tempest flood burst water pipes and impact by road vehicles and any other insurable risks against which the Landlord shall from time to time reasonably deem it desirable to insure subject in each case to:</p> <ul style="list-style-type: none"> (a) insurance for any risk being reasonably obtainable on normal commercial terms (b) such exclusions and limitations as may be imposed by the insurers
1.7	"Interest Rate"	The base rate of Barclays Bank plc or such

		other bank (being a member of the Committee of London and Scottish Bankers) as the Landlord may nominate from time to time or if the base rate shall cease to exist such other rate of interest as is most closely comparable with it as may be specified by the Landlord
1.8	"Landlord"	The Landlord named in the Lease Particulars and where the context so admits the reversioner for the time being expectant upon the termination of the tenancy hereby Created
1.9	"Latent Defect"	Any defect in the Centre or in anything installed in or on the Centre attributable to: <ul style="list-style-type: none"> (a) defective design (b) defective workmanship or materials (c) defective supervision of the construction of or the installation (d) defective preparation of the site on which the Centre is constructed
1.10	"Main Structure"	The parts of the Centre that are not let or constructed or adapted for letting including but without prejudice to the generality of the foregoing the ceiling of the Centre which abuts the car park above and forms the floor of the said car park the foundations floor structures load bearing walls slab staircases suspended ceilings and mezzanine floor or frame stanchions beams columns and all external walls window frames and all common Conduits of the Centre
1.11	"Market Covenants"	The covenants on the part of the Tenant set out in the Schedule of Market Covenants
1.12	"Plan"	The plan annexed hereto
1.14	"Planning Acts"	The Town and Country Planning Act 1990 and all other legislation relating to planning

1.15 "Premises"

The Premises referred to in the Lease Particulars and which shall for the purpose of clarification only extend to and include the outer face of the plinth upstand above the finished floor surface up to the upper surface of the stall fascia but for the avoidance of doubt including the fascia itself and any supporting stanchions, and including any wall panels serving the stall exclusively and one half severed vertically of any wall panel (if any) between THE Premises and any adjoining premises (if any) and all landlords' fixtures fittings and equipment but excluding Conduits and any drains within the Premises (but so that the Tenant shall be responsible for regular cleaning and maintenance of the drains exclusively serving the Premises) together with, where the context admits, all that storeroom at mezzanine level which shall for clarification only extend to and include above the finished floor surface up to the underside of the structural ceiling and includes all Landlord's fixtures and fittings and equipment but excluding therefrom any Conduits and extending horizontally to, but including the finished surface of the partitioning, so that the Landlord shall repair and maintain the partitioning subject to the Tenant reimbursing the reasonable and proper cost of any such repair, but the Tenant shall be liable for redecoration and cleaning of the wall finish

1.16 "Rent"

The rent specified in the Lease Particulars but such term does not include the Additional Rents although the word "rents" includes both the Rent and the Additional Rents

1.17	"Rules and Regulations"	Together the rules and regulations for the Centre as set out in the Tenant's Handbook drafted by the Landlord (acting reasonably) after consultation with the Tenants' Association and supplied to the Tenant prior to the date hereof and such variations to them or other rules and regulations which the Landlord (acting reasonably) (after consultation with the Tenants' Association) may make from time to time in interests of good estate management and notify to the Tenant in writing including the Landlord's proposed method of apportionment of the Service Charge between the lettable units in the Centre PROVIDED THAT nothing in the Rules and Regulations may purport to amend the terms of this Lease and in the event of any inconsistency between the terms of this Lease and the Rules and Regulations the terms of this Lease are to prevail
1.18	"Service Costs"	the reasonable costs properly incurred by the Landlord as defined in Part 1(B) of Schedule 4
1.19	"Service Charge"	the sum payable by the Tenant in accordance with Part 2 of Schedule 4
1.20	"Service Charge Year"	the period of twelve months up to 31st March in each year or other such period as the Landlord shall from time to time choose
1.21	"Tenant"	the Tenant named in the Lease Particulars and where the context so admits its successors in title to the tenancy hereby created
1.22	"Tenants' Association"	the Birmingham Bullring Market Hall Tenants' Association or any similar association which appears to the Landlord to represent the majority of the tenants in the Centre

- 1.23 "Tenant's Handbook" the handbook produced by the Landlord from time to time setting out the Rules and Regulations working practices and guidelines relating to the Centre insofar as they are consistent with the Market Covenants in the third schedule.
- 1.24 "Term" the term of this Lease and any period of holding over or extension of the same whether by statute or common law and in this Lease where context so admits
- 1.25 the singular includes the plural and vice-versa and the masculine the feminine and the neuter shall each include the others
- 1.26 reference to any statute (but not any Use Class Order) shall include any legislation amending or replacing the same and any statutory instruments orders rules or regulations having effect thereunder
- 1.27 every covenant by the Tenant not to do any act shall include an obligation not to allow that act to be done
- 1.28 where the Tenant is more than one person their covenants and references to them shall be joint and several
- 1.29 reference to 'this Lease' are to this Lease as varied or supplemented
- 1.30 the clause headings shall not affect the construction
- 1.31 the Landlord's Surveyor shall be a member or fellow of the RICS

2. **Demise and Rent Reservation**

The Landlord HEREBY DEMISES unto the Tenant the Premises TOGETHER WITH the easements and rights specified in Schedule 5 EXCEPT AND RESERVED unto the Landlord and others the easements and rights specified in Schedule 6 TO HOLD the Premises unto the Tenant for the Contractual Term YIELDING AND PAYING to the Landlord during the Term yearly and proportionately for any fraction of a year the rents set out hereunder:

- 2.1 the Rent and the Service Charge to be paid by equal monthly payments in advance on the Rent Payment Dates in every year the first payment (apportioned in respect of the period from the Rent Start Date up to and including the day immediately preceding the next Rent Payment Date) to be paid on the date hereof; and

- 2.2 the Additional Rents (other than the Service Charge) – to be payable from the date hereof or the date of occupation if earlier (as determined by the Landlord or its surveyor) and to be paid to the Landlord within seven days of demand (except as otherwise provided)

3. **Tenant's Covenants**

- 3.1 The Tenant covenants with the Landlord that it will observe and perform the covenants set out in the Schedule of Market Covenants
- 3.2 The Tenant further covenants with the Landlord as follows:-
- 3.2.1 to pay the Rents and the Additional Rents hereinbefore referred to on the days and in the manner specified
- 3.2.2 to repair and maintain the Premises so as to keep them in good and substantial repair and condition damage by an Insured Risk excepted save where any action or omission of the Tenant has caused insurance monies to be withheld or if the Tenant wilfully or negligently damaged the Premises in which case it shall be directly responsible for the cost of repair or replacement and (subject to the provisions of paragraph 3 of the Third Schedule) at all times when the Centre is open for trading to keep the Premises properly illuminated to the reasonable satisfaction of the Landlord and Provided That nothing shall oblige the Tenant to remedy any Latent Defect or any damage caused by any Latent Defect to the extent that and for so long as the Landlord has a claim against any third party with responsibility for the construction or design of the Premises in respect of such Latent Defect
- 3.2.3 to cleanse the Premises and all fittings fixtures and equipment thereon thoroughly as often as may be necessary and in any event at the end of trading for the day and at that time to remove or cause to be removed all articles things or organic matter which may give rise to obnoxious smell or otherwise become objectionable
- 3.2.4 not to make any additions to fixtures fittings or equipment at the Premises without the prior written approval of the Landlord (such approval not to be unreasonably withheld or delayed)
- 3.2.5 to maintain public liability insurance for such minimum level of cover as the Landlord may reasonably require and to produce a copy of such policy or a certificate of insurance to the Landlord upon request

- 3.2.6 on the termination of this Lease at the Tenant's own expense to remove all tenant's fixtures and fittings and restore the Premises so as to be in full compliance with the obligations on the part of the Tenant
- 3.2.7 to comply with all the reasonable requirements and recommendations of the insurers of the Centre in respect of the Premises and the business carried on from them
- 3.2.8 not to do or omit anything that could cause any policy of insurance on or in relation to the Premises to become void or voidable wholly or in part nor (unless the Tenant shall have previously notified the Landlord and have agreed to pay the increased premium) anything by which additional insurance premiums may become payable
- 3.2.9 to keep the Premises supplied with such fire fighting equipment as the insurers and the fire authority and the Landlord may reasonably require and to maintain such equipment to the satisfaction of the insurers and the fire authority and to reasonable satisfaction of the Landlord and in efficient working order
- 3.2.10 not to store or bring onto the Premises any article substance or liquid of a specially combustible inflammable or explosive nature without the prior written consent of the Landlord and to comply with the requirements and recommendations of the fire authority and the reasonable requirements of the Landlord as to fire precautions relating to the Premises
- 3.2.11 not to obstruct the access to any fire equipment or the means of escape in the Centre from the Premises nor to lock any fire door in the Centre while the Premises are occupied
- 3.2.12 to give notice to the Landlord immediately upon becoming aware of the happening of any event on the Premises which might affect any insurance policy on or relating to the Premises or upon the happening of any event on the Premises against which the Landlord may have insured under this Lease
- 3.2.13 immediately to inform the Landlord in writing of any conviction judgement or finding of any court or tribunal relating to the Tenant (or any director) likely to affect the decision of any insurer or underwriter to grant or to continue any such insurance
- 3.2.14 not at any time during the Term to underlet or part with possession or share occupation of the whole or any part of the Premises save that (subject always to Clause 6) the Tenant may assign the whole of the

Premises with the prior written consent of the Landlord (such consent not to be unreasonably withheld or delayed) granted in accordance with the conditions set out below PROVIDED THAT the Landlord shall not be required to consent to any assignment unless;

3.2.14.1 the proposed assignee is of sufficient financial standing to pay the rents and observe and perform the covenants of this Lease

3.2.14.2 the Tenant is not in arrears with all payments properly due under the terms of this Lease and which have been demanded

3.2.14.3 in the Landlord's reasonable opinion there are no material outstanding breaches of any Tenant's covenants under this Lease

PROVIDED THAT nothing herein should be deemed to limit the grounds on which the Landlord shall be entitled reasonably to object to an assignment in the interest of good estate management in addition to the specific matters mentioned above PROVIDED THAT notwithstanding this subclause where the Tenant hereunder is a limited company the Tenant may share the occupation of the whole or any part of the Premises with a company that is a member of the same group as the Tenant within the meaning of section 42 of the Landlord and Tenant Act 1954 for so long as both companies remain members of the same group and otherwise than in a manner which transfers or creates a legal estate

3.2.15 within one month of any assignment or any transmission or other devolution relating to the Premises to produce for registration with the Landlord's solicitor a certified copy of any such deed or document and to pay the Landlord's Solicitors reasonable charges for the registration of every such document such charges not being more than £100 (one hundred pounds)

3.2.16 not to permit anyone to occupy the Premises as licensee

3.2.17 not at any time during the Term to charge by way of mortgage or charge the Premises or any part or parts thereof without the prior written consent of the Landlord (such consent not to be unreasonably withheld or delayed in the case of a charge of the whole Premises)

3.2.18 the Tenant(s) shall pay to the Landlord on the first day of each month by way of additional Service Charge a sum calculated as follows ("the Additional Service Charge"):

3.2.18.1 The Additional Service Charge shall be two and a half per centum of the amount payable by the Tenant(s) under paragraph 2 of Part 2 of the Fourth Schedule to the Agreement

3.2.18.2 Sixty per centum of the Additional Service Charge shall be used by the Landlord to advertise and promote the Centre subject to sub-clause 3.2.18.3

3.2.18.3 The Landlord shall have due regard to the representations of the Tenants' Association

3.2.18.4 The remaining forty per centum of the Additional Service Charge shall be held by the Landlord in a separate designated account in the name of the Tenants' Association

3.2.18.5 The Tenants' Association upon giving the Landlord a written request signed by two members of its Committee shall be able to obtain within 5 working days of such request all or any part of the monies referred to in subclause 3.2.18.4 to be applied for such purposes as the Tenants' Association considers appropriate

3.2.19 At the end of each Service Charge Year the Landlord will credit any unspent monies held by its under Clause 3.2.18.2 and any surplus funds held by it under Clause 3.2.18.4 toward the next year's Service Costs

3.2.20 Not without the prior consent in writing of the Landlord to use or permit the Premises to be used for any purpose other than the Permitted Use PROVIDED THAT nothing herein should be deemed to limit the grounds on which the Landlord shall be entitled to reasonably object to a change of use in the interests of good estate management and as further provided for in the Tenants Handbook.

4. **Landlord's Covenants**

The Landlord covenants with the Tenant as follows:-

4.1 Subject to the Tenant paying the rents and observing and performing the stipulations on the Tenant's part in this Lease to permit the Tenant peaceably

to hold and enjoy the Premises without any unlawful interruption by the Landlord or title paramount

4.2 Unless prevented or restricted by any circumstances beyond its control the Landlord will so far as reasonably practicable provide or procure the provision of the services set out in Part 1(A) of the Fourth Schedule ("the Services") Provided Always that the Landlord may from time to time withhold discontinue increase or vary the services or any of them or the times at which they are supplied if the Landlord deems it reasonably necessary or desirable for the more efficient management of the Centre as a whole PROVIDED FURTHER THAT the Landlord shall at all time use reasonable endeavours to provide such a level of services so as to enable the Centre to operate as a viable indoor market place

4.3 The Landlord covenants with the Tenant to insure the Centre in the name of the Landlord unless such insurance shall be vitiated by any act of the Tenant or by anyone at the Centre expressly or by implication with the Tenant's authority and under the Tenant's control

4.4 Insurance shall be effected:

4.4.1.1 in such insurance office or with such underwriters and through such agency as the Landlord may from time to time acting reasonably and having regard to other insurers' rates decide

4.4.1.2 for the following sums:

(a) such sum as the Landlord shall from time to time reasonably considers represents the full cost of rebuilding and reinstating the Centre including architects' surveyors' and other professional fees payable upon any applications for planning permission or other permits or consents that may be required in relation to the rebuilding or reinstatement of the Centre the cost of debris removal demolition site clearance any works that may be required by statute and incidental expenses and

(b) the loss of yearly rent and Service Charge payable under this Lease from time to time for a period not exceeding five years

4.4.1.3 against damage or destruction by the Insured Risks to the extent that such insurance may ordinarily be available for

properties such as the Centre which an insurer of repute and subject to such excesses exclusions or limitations as the insurer may require

4.5 If and whenever during the Term:

4.5.1 the Centre the Premises or any part of them or access thereto are damage or destroyed by any of the Insured Risks so that the Premises or any part of them are unfit for trading from and

4.5.2 payment of the insurance monies is not refused either in whole or in part by reason of any act or default of the Tenant or anyone at the Premises expressly or by implication with the Tenant's authority then the provisions of Clause 4.6 shall have effect

4.6 As from the first day of the month following the aforesaid damage or destruction the rents or a fair proportion of the rents according to the nature and the extent of the damage sustained shall cease to be payable until the Centre the Premises or the affected part shall have been rebuilt or reinstated so that the Premises or the affected part are capable of being traded from or until the expiration of the period referred to in 4.4.1.2(b) from the destruction or damage whichever period is the shorter (the amount of such proportion and the period during which the rents shall cease to be payable to be determined (if not agreed between the parties) by the Surveyor acting as an expert and not as an arbitrator (and any dispute as to such proportion or the period during which the rents shall cease to be payable shall be determined in accordance with the Arbitration Act 1996 by an arbitrator to be appointed by agreement between the parties or in default by the President for the time being of RICS upon the application of either party)

4.7 If and whenever during the Term:-

4.7.1 the Centre or any part of it or the access thereto is damaged or destroyed by any of the Insured Risks and

4.7.2 the payment of the insurance money is not refused in whole or in part by reason or any act or default of the Tenant or anyone at the Premises expressly or by implication with the Tenant's authority the Landlord shall use its reasonable cost-effective endeavours to procure prompt payment of the relevant insurance monies and to obtain as expeditiously as possible all planning permissions or other permits and consents ("Permissions") that may be required under the Planning Acts or other statutes (if any) to enable the Landlord to rebuild and reinstate the Centre and the access thereto

Subject to the provisions of clauses 4.7.3 and 4.8 the Landlord shall as soon as the Permissions have been obtained or immediately where no Permissions are required apply all money received in respect of such insurance (except sums in respect of loss of rent) in rebuilding or reinstating the Centre so destroyed or damaged or the access thereto (as the case may be) and making up and applying any shortfall in the insurance monies received out of its own funds

4.7.3 For the purposes of this clause 4 the expression "supervening Events" means:

4.7.3.1 the Landlord has failed despite using its reasonable endeavours to obtain the Permissions

4.7.3.2 any of the Permissions have been granted subject to a lawful condition with which it would be impossible for or in all circumstances it would be unreasonable to expect the Landlord to comply

4.7.3.3 some defect or deficiency in the Centre upon which the rebuilding or reinstatement is to take place which would render the same impossible or would mean that the same could only be undertaken at a cost that would be unreasonable in all the circumstances

4.7.3.4 the Landlord is unable to obtain access to the Centre for the purposes of rebuilding or reinstating

4.7.3.5 the rebuilding or reinstating is prevented by war or act of God government action strike lock-out or

4.7.3.6 any other circumstance that prevents reinstatement and that is beyond the reasonable control of the Landlord

4.8 The Landlord shall not be liable to rebuild or reinstate the Centre if and for so long as such rebuilding or reinstating is prevented by Supervening Events

4.9 If upon the expiry of the period referred to in clause 4.1.1.2(b) the Premises the Centre and the access thereto have not been rebuilt or reinstated so as to render the Premises fit for trading then either party may by notice served (and effective forthwith) at any time after the expiry of such period (but in any event prior to the Landlord serving notice (which notice the Landlord agrees to serve as soon as it is able) on the Tenant that the centre has been rebuilt or reinstated so as to render the Premises fit for trading from and use) invoke the provisions of clause 4.10

4.10 Upon service of a notice in accordance with clause 4.9:

- 4.10.1 the Term will absolutely cease but without prejudice to any rights or remedies that may have accrued to either party against the other
- 4.10.2 all money received in respect of the insurance effected by the Landlord pursuant to this clause shall belong to the Landlord absolutely
- 4.11 Without prejudice to the Tenant's liabilities under the Fourth Schedule the Landlord will use reasonable endeavours to recover the costs of remedying any Latent Defect in the Centre or any want of repair caused by any Latent Defect in the Centre from any third party with responsibility for the construction or design of the Centre and if the Landlord does so recover such costs it will credit the Service Charge account in full with all amounts so recovered other than amounts recovered representing the Landlord's reasonable and proper legal and other costs properly incurred in pursuing such action

5. **Agreements and Declarations**

It is hereby agreed and declared as follows:-

- 5.1 If the rents hereby reserved or any part thereof shall be unpaid for 21 days after becoming payable (in the case of the Rent whether formally demanded or not) or if any of the obligations on the Tenant's part shall not be performed or observed or if the Tenant shall become bankrupt or enter into composition with its creditors or suffer any distress to be levied on its goods or if the Tenant for the time being is a company and shall enter into liquidation whether compulsory or voluntary (save for the purpose of reconstruction or amalgamation) or shall have a receiver an administrator or an administrative receiver appointed then and in every such case the Landlord may re-enter upon the Premises or any part in the name of the whole and this tenancy shall be determined but without prejudice to any right of action by either party in respect of any breach of the obligations on the part of the other party in this Lease
- 5.2 That subject to Section 38(2) of the Landlord and Tenant Act 1954 no compensation under Section 37 of that Act shall be payable by the Landlord to the Tenant on the expiration of the tenancy granted by this Lease
- 5.3 The Landlord shall not be liable to the Tenant or any other person or persons engaged on the Tenant's behalf in or about the Premises for any loss or injury caused to the Tenant or any of them or to their goods and chattels by reason of any act neglect or default of any other tenant lessee or occupier or

Superior Landlord of the Centre or by reason of the stoppage or breakage or failure of any air conditioning or ventilating apparatus lighting system pipes appliances or machinery in or connected with or used for the purpose of the centre or any part thereof unless such stoppage breakage or failure is caused by the act of default of the Landlord or its servants

- 5.4 The Tenant shall keep the Landlord fully indemnified against any actions losses claims expenses demands costs suits and damages arising out of any injury loss or damage suffered by third parties caused by any neglect or default of the Tenant or the Tenant's servants agents or any persons under the Tenant's control or authority
- 5.5 If the Tenant shall be convicted or offences against any legislation or regulations affecting the Tenant's use of the Premises including but without affecting the generality of this provision the regulations relating to rights and measures consumer protection and food hygiene and the Landlord shall reasonably resolve that such breaches are persistent and/or flagrant and that the Tenant's continued occupation of the Premises is detrimental to the best interest and good name of the Centre and if the Landlord has obtained the concurrence of the Committee of the Tenants' Association to such resolution then the Tenant shall be deemed to be in breach of Clause 5.1. of this Lease
- 5.6 All sums payable under this Agreement are expressed net of Value Added Tax and the Tenant shall pay the Landlord on demand as an Additional Rent all Value Added tax that may be chargeable in respect of any such sums
- 5.7 Where the Tenant or the Landlord comprises more than one person covenants and obligations of that party take effect as joint and several covenants and obligations
- 5.8 All consents given by the Landlord under the provisions of this Lease shall be as land owner only and shall not in any way affect or comprise its powers duties or authority under any statutory or other provisions

6. **Tenant's Option to Break**

- 6.1 If the Tenant wishes to determine this Lease at any time and gives to the Landlord not less than one month's prior notice expiring on the day prior to a Rent Payment Date in writing of such desire and pays the Rent and delivers up the Premises with vacant possession then in such case immediately after such date this Lease shall cease and be void
- 6.2 If a notice is duly served this Lease shall determine on the relevant date without prejudice to:

- 6.2.1 any rights or remedies which may have accrued to either party in respect of any breach of any of the covenants or obligations contained in it including obligations under this clause which shall continue to bind the parties; and
- 6.2.2 the continuing obligation of the parties to account to one another on demand for any payment or allowance due under the terms of this Lease and apportioned up to the date of determination as soon as reasonably possible thereafter

7. New Tenancy

The Tenancy hereby created is a new tenancy as defined in the Landlord and Tenant (Covenants) Act 1995

8. Third Party Rights

Unless expressly stated, nothing in this Lease will create pursuant to the Contract (rights of Third Parties) Act 1999 rights in favour of any one other than the parties to this Lease

9. Delivery

Delivered as a deed on the date hereof

Executed as a Deed by)
BIRMINGHAM CITY COUNCIL)
affixing its Common Seal)
in the presence of:-)

Authorised Signatory

SIGNED as a deed
by the
in the presence of:-

Witness:

Address:

Occupation:

THE FIRST SCHEDULE

The Premises

See Premises definition at Clause 1.15

THE SECOND SCHEDULE

User

See Permitted User in Lease Particulars

THE THIRD SCHEDULE

The Market Covenants

1. Only to use the Premises for the use specified in the Second Schedule
2. To observe and perform all the bye-laws, the Rules and Regulations in force for the time being and to maintain membership of the Tenants' Association
3. To keep the Premises well and properly stocked and attended and open for business throughout the hours and days laid down by the Landlord (acting reasonably having due regard to the representations (if any) of the Tenants' Association) for the operation of the Centre
4. Not to allow sales by auction Dutch Auction or outcry except on such occasions and in such places as are authorised by the Landlord (such authorisation not to be unreasonably withheld if the approval of the Tenants' Association is given thereto)
5. Not to use any area in excess of the Premises and not to overload the floors of the Premises and not to place or cause to be placed any goods articles or obstruction of any kind or at any time whatsoever in the passageways or roadways of the Centre or immediate approaches thereto (and the Tenant covenants not to cause or permit damage to the same) nor above the stall structure Provided that nothing in this Paragraph 5 shall be deemed to prevent the use of any passageway adjoining the Tenant's stall during the hours the Centre is closed or whilst the Centre is open when the Tenant shall be permitted to restock the Premises in accordance with the Rules and Regulations for all purposes connected with the delivery of stock and/or setting up of goods for display
6. Not to wash trim or process any articles or goods outside the Premises otherwise than in the places provided by the Landlord for that purpose and not to deposit or cause or permit to be deposited any water refuse or waste matter of any kind other than in the places as the Landlord shall specify
7. To deposit in receptacles provided by the Landlord all refuse waste matter or organic waste as may be directed from time to time by the Landlord and all such refuse waste matter and organic waste will be the property of the Landlord to be disposed of as it thinks fit
8. Not to perform or cause or permit to be performed any cooking processing or similar practice anywhere on the Premises unless specifically authorised by the Landlord in writing such authorisation to be subject to such conditions at the Landlord may reasonably wish to impose

9. Not to bring allow or cause or allow to be brought into the Centre any live animal bird or per of any kind (whether or not alive at the time of sale) except in connection with an approved business for the sale of such animal bird or pet from the Premises and in such case to remove any live animal bird or pet from the Premises upon the closing of the Centre each day
10. To obey and cause to be obeyed all proper directions of the Landlord and its authorised representatives and in its or their use of the means of access to the Premises not to cause or permit to be caused any nuisance or obstruction to other persons using the same
11. The Tenant will forthwith remove any advertising matter which the Landlord acting reasonably (and in the interests of good estate management) considers inappropriate whether due to its size appearance or location and has requested the tenant in writing to remove
12. To use and ensure that persons employed by the Tenant use the locker rooms (if any) provided for the purpose of hanging their clothing and in no circumstances to permit such clothing to be left on the Premises unless in any lockers (if any situated at the Premises
13. To be responsible for the cleanliness of the lockers (if any) so provided and for the proper usage thereof and for any property left in the lockers (if any)
14. Not to make any alteration to the Premises nor re-decoration whatsoever to the Premises except with the prior written approval of the Landlord (and in respect of decoration only such approval not to be unreasonably withheld or delayed)
15. To exhibit the Tenant's trading name on the Premises in such size and form and in such situation and place as shall be determined by the Landlord (acting reasonably)
16. To be responsible for the repair and maintenance of all Tenants fixtures and fittings installed upon the premises and to be responsible for any extension from the water supply point for the provision of all additional fittings and fixtures such as electric water heaters lighting and other electric apparatus or fittings sinks wash basins and waste pipes and any special equipment required by reason of the type of trade carried on from the Premises which are not provided by the Landlord

THE FOURTH SCHEDULE

Service Charge

Part 1(A)
Services provided

1. Repairing and maintaining the Main Structure at all times and otherwise cleaning down painting and decorating the exterior of the Centre (including the exterior of the window frames) and the common parts as and when reasonably required
2. Providing for the common parts of the Centre (or where appropriate the whole of the Centre) during usual business hours or such other longer hours as the Tenants' Association may request:
 - 2.1 lighting
 - 2.2 reasonable heating
 - 2.3 hot water
 - 2.4 air conditioning
 - 2.5 CCTV
3. During usual business hours:
 - 3.1 providing equipment for the supply of hot water for the Premises
 - 3.2 providing equipment (whether on the Premises or elsewhere in the Centre) for the display and storage of chilled and/or frozen food and electricity for such equipment
 - 3.3 maintenance repair and replacement of the equipment referred to in 3.1 and 3.2
4. The provision maintenance repair and replacement (where beyond economic repair in the medium term) in the Centre of:
 - 4.1 the lifts and hoists
 - 4.2 CCTV system
 - 4.3 communal cloakrooms and lavatories
 - 4.4 an entry phone system
 - 4.5 a public address system
 - 4.6 a security alarm system
 - 4.7 fire fighting alarm and prevention equipment
 - 4.8 the sprinkler system
 - 4.9 floor coverings where the Landlord reasonably deems appropriate
 - 4.10 cleaning equipment

- 4.11 notices and signs deemed necessary by the Landlord for the health and safety of all those in the Centre and for the control of the Centre
- 4.12 any other items deemed desirable by the Landlord for the effective operation and management of the Centre (in consultation with and having due regard to the representations of the Tenants' Association)
- 5. Providing for the benefit of the Centre or the tenants:
 - 5.1 cleaning of the common parts
 - 5.2 the periodic collection and removal of refuse
 - 5.3 traffic control
 - 5.4 security control
 - 5.5 caretaker or other staff
 - 5.6 subject to paragraphs 4 and 5 of Part 1(B) of this Fourth Schedule management services provided by the Landlord and the supervision of services by a managing agent engaged by the Landlord
 - 5.7 promotions and advertising in accordance with Clause 3.2.19
 - 5.8 any other services reasonably deemed desirable by the Landlord for the effective operation and management of the Centre or reasonably requested by the Tenants' Association
- 6. Paying:
 - 6.1 The cost of complying with all relevant statutory requirements and the requirements of any competent authority in respect of the common parts in the Centre
 - 6.2 All electricity gas telephone and similar charges payable by the Landlord in respect of such parts of the Centre that are not let or constructed or adapted for letting
 - 6.3 The General and Water Rates and similar taxes and outgoings of the Centre as a whole which will not include (a) water consumed by the Tenant via any sub-metered supply service at the Premises which will be charged by the Landlord to the Tenant as a separate Service Charge item and (b) outgoings in respect of those parts of the Centre which are let or constructed or adapted for letting and assessed for such outgoings separately
- 7. For the avoidance of doubt the Service Charge will not include any costs or expenses incurred or relating in any way whatsoever to the repair maintenance decoration running or otherwise of the car park above the Centre save in respect of any part of the said car park which form part of the Main Structure

PART 1(B)

Service expenses

The Service Costs for each Service Charge Year shall (without limitation) include:

1. All costs properly incurred by the Landlord in providing the Services set out in Part 1(A) of this Schedule
2. The proper salaries and all other employment costs of all staff and the proper cost of providing them with necessary office space motor transport office equipment stationery telephone facilities working clothes and all other equipment reasonably required for the proper performance of their duties
3. The proper fees and expenses payable to any independent professional or other person whom the Landlord may from time to time employ in connection with the provision of the Services
4. The reasonable and proper fees and expenses payable to any independent professional whom the Landlord may from time to time employ in connection with the independent auditing certification of the Service Costs and Service Charge as provided for in paragraph 3a of Part 2 of this Schedule.
5. The proper costs of administering the Services including keeping the accounts and records thereof and also including the reasonable and proper costs associated with obtaining the auditing certification provided in paragraph 4 above (being not more than ten per cent (10%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 5 of Part 1(B) of this Schedule) whether carried out by the Landlord or its agent
6. The costs of the Landlord in providing the services contemplated in paragraph 5.6 of Part 1(A) of this Schedule provided such sum does not exceed five per cent (5%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 4 of Part 1(B) of this Schedule
7. Any interest charges incurred on expenditure not covered by the interim advance payments payable under Part 2 of this Schedule

PART 2

Service charge

1. The Service Charge to be paid by the Tenant shall be such fair proportion (which may if appropriate be the whole amount) of the actual or anticipated Service Costs for each Service Charge Year which shall be assessed by the Landlord or its Surveyor according to a reasonable and proper basis for apportionment applicable from time to time to the Premises.
2. The Landlord may make and send to the Tenant notice in writing of the Landlord's reasonable estimate of the anticipated Service Costs and the Service Costs and the Service Charge applicable to the Premises for the coming Service Charge Year and the Tenant shall pay such estimate of the Service Charge by equal monthly instalments in advance on the Rent Payment Dates
3.
 - a. The Landlord will (unless prevented by causes beyond its control) prepare and send to the Tenant an independently audited certified statement prepared by a firm of chartered or certified accountants or other suitably qualified professional firm of the actual Service Costs and Service Charge for each Service Charge Year as soon as practicable after the end of such year and in the event of the Service Charge for the Premises exceeding the aggregate amount paid by the Tenant for such year the Tenant will pay the balance due to the Landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the Landlord by way of set-off against the next instalment of Service Charge due from the Tenant
 - b. The certified statement shall be conclusive as to all matters of fact which it refers to subject to the Tenant's right reasonably to challenge any expenditure by referring the matter for arbitration in which case costs shall be decided by the appointed arbitrator whose decision shall be final
4. The Landlord will not charge the Tenant any part of the Service Costs which shall be attributable from time to time to such parts of the Centre as shall be designed and available for letting but which remain unlet or which are occupied by the Landlord (save for the common parts of the Centre and any staff accommodation) during the whole or proportionately for any part of the relevant Service Charge Year

5. In the event of the Centre being altered added to or extended the Service Charge may be adjusted by the Landlord in such manner as the Landlord shall reasonably deem to be just and equitable
6. Interest earned on all advance payments of Service Charge held by the Landlord shall be credited towards Service Costs

THE FIFTH SCHEDULE

Schedule of Rights

1. A right of way over such of the common parts of the Centre as are reasonably necessary for gaining access to and egress from the Premises on foot or with hand held trolley for the purposes of the delivery of stock
2. The right of use, subject to the Rules and Regulations all amenities provided by the Landlord in the common parts of the Centre for use by the tenants as may be specified in the Tenant's Handbook and/or notified to the Tenant by the Landlord from time to time
3. The right to use Conduits as provided to the Premises by the Landlord
4. The right in emergency only to pass on foot through the Centre via any fire escape stairs door or corridor leading through the Centre as designated from time to time by the Landlord
5. The right to use such toilets as are provided by the Landlord for common use by tenants of the Centre
6. The right to use such locker areas and rest room (if any) provided by the Landlord from time to time for common use by tenants of the Centre
7. The right to use and to gain access to and egress from such toilets lifts storage areas loading bays refuse collection areas and service areas designated by the Landlord from time to time for common use by tenants of the Centre
8. The right to use the service yard for the loading and unloading of goods both during and outside usual business hours (subject always to the Rules and Regulations)

THE SIXTH SCHEDULE
Exceptions and Reservations

1. Right of entry

The right at reasonable times and on reasonable notice (except of emergency) to enter the Premises for the purposes of:

- 1.1 inspecting the condition and state of repair thereof
- 1.2 carrying out any works for which the Landlord or the Tenant is liable under this Lease or by statute
- 1.3 carrying out any works to any property adjoining the Premises or to any party structure Conduits or other thing used by the Tenant in common with others

subject to the persons so entering forthwith making good any physical damage to the Premises caused by such entry and using all reasonable endeavours to procure that any disruption to the Tenant's business is kept to a minimum

2. Right to alter

The right at any time without making any compensation to build on alter add to extend erect demolish or redevelop the Centre or any part of it or any adjoining or neighbouring premises notwithstanding any interference caused to the Premises or any access of light and air thereto PROVIDED THAT the Tenant's use and enjoyment of the Premises and access to the Centre and the Premises shall not be materially adversely affected

DATED

Appendix 5

2017

BIRMINGHAM CITY COUNCIL (1)

AND

[] (2)

**INDOOR MARKET, BULL RING,
BIRMINGHAM**

Lease for 5 years
Starting on 1 May 2017
Ending on 30 April 2022
Stall: []
Rent: [] plus VAT
Payable monthly in advance
Category: Non Food

Birmingham City Council
Legal and Democratic Services
11-14 Cannon Street
Birmingham B2 5EN

LEASE PARTICULARS

Date of Lease	2017
Landlord	BIRMINGHAM CITY COUNCIL
Tenant	Name: Address:
Premises	
Contractual Term	A term commencing on 1 May 2017 and ending on 30 April 2022
Rent	[] plus VAT per annum
Rent Payment Dates	The First day of each calendar month
Rent Start Date	1 May 2017
Permitted use	

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Exceptions and Reservations

THIS LEASE is made on the date shown in the Lease Particulars (which are incorporated herein) between (1) the Landlord (2) the Tenant **WITNESSES** as follows

1. **Definitions and Interpretation**

In this Lease where the context so admits the words and expressions set out in the Lease Particulars shall have the meanings there set out and the following words and expressions shall mean:

- 1.1 "Additional Rents"
- (a) the Insurance Rent (as hereinafter defined) and
 - (b) the Service Charge (as hereinafter defined); and
 - (c) any expenses costs fees and other sums properly incurred enforcing the provisions of this Lease; and
 - (d) all expenses costs fees and other sums properly incurred enforcing the provisions of this Lease and
 - (e) any additional insurance premiums payable by the Tenant under the sub-clause headed Insurance; and
 - (f) Value Added Tax on the Initial Rents and any of the Additional Rents set out above

- 1.2 "Centre"
- the land and building known as Indoor Market Bull Ring Birmingham and the curtilage thereof shown edged red on the Plan and any boundary walls and fences and all additions and alterations thereto excluding for the avoidance of doubt the car park forming part of the said building but including the ceiling of the mezzanine floor of the Centre which abuts the car park above and forms the floor of the said car park

- 1.3 "Conduits" pipes drains gutters flutes channels wires and other conducting media and ancillary apparatus in or serving the Centre and/or Premises
- 1.4 "Contractual Term" a term commencing on 1 May 2017 and ending on 30 April 2022
- 1.5 "Insurance Rent" a sum representing a fair and proper proportion of the costs to the Landlord of:
- (a) complying with the Landlord's insuring covenant hereinafter contained
 - (b) public liability insurance of the Landlord in connection with the Centre
 - (c) obtaining at periodic intervals independent valuations of the Centre for insurance purposes (being not more frequently than once in any two year period) together with an amount equivalent to the excess sums (if any) which the insurers are not liable to pay out on any insurance claim in respect of the Premises of which the Tenant (or the Tenants' Association) has been informed in writing
- 1.6 "Insured Risks" Fire lightning explosion aircraft (not being hostile aircraft) and articles dropped therefrom riot civil commotion earthquake storm tempest flood burst water pipes and impact by road vehicles and any other insurable risks against which the Landlord shall from time to time reasonably deem it desirable to insure subject in each case to:
- (a) insurance for any risk being reasonably obtainable on normal commercial terms
 - (b) such exclusions and limitations as may be imposed by the insurers
- 1.7 "Interest Rate" The base rate of Barclays Bank plc or such

		other bank (being a member of the Committee of London and Scottish Bankers) as the Landlord may nominate from time to time or if the base rate shall cease to exist such other rate of interest as is most closely comparable with it as may be specified by the Landlord
1.8	"Landlord"	The Landlord named in the Lease Particulars and where the context so admits the reversioner for the time being expectant upon the termination of the tenancy hereby Created
1.9	"Latent Defect"	Any defect in the Centre or in anything installed in or on the Centre attributable to: <ul style="list-style-type: none"> (a) defective design (b) defective workmanship or materials (c) defective supervision of the construction of or the installation (d) defective preparation of the site on which the Centre is constructed
1.10	"Main Structure"	The parts of the Centre that are not let or constructed or adapted for letting including but without prejudice to the generality of the foregoing the ceiling of the Centre which abuts the car park above and forms the floor of the said car park the foundations floor structures load bearing walls slab staircases suspended ceilings and mezzanine floor or frame stanchions beams columns and all external walls window frames and all common Conduits of the Centre
1.11	"Market Covenants"	The covenants on the part of the Tenant set out in the Schedule of Market Covenants
1.12	"Plan"	The plan annexed hereto
1.14	"Planning Acts"	The Town and Country Planning Act 1990 and all other legislation relating to planning

1.15 "Premises"

The Premises referred to in the Lease Particulars and which shall for the purpose of clarification only extend to and include the outer face of the plinth upstand above the finished floor surface up to the upper surface of the stall fascia but for the avoidance of doubt including the fascia itself and any supporting stanchions, and including any wall panels serving the stall exclusively and one half severed vertically of any wall panel (if any) between THE Premises and any adjoining premises (if any) and all landlords' fixtures fittings and equipment but excluding Conduits and any drains within the Premises (but so that the Tenant shall be responsible for regular cleaning and maintenance of the drains exclusively serving the Premises) together with, where the context admits, all that storeroom at mezzanine level which shall for clarification only extend to and include above the finished floor surface up to the underside of the structural ceiling and includes all Landlord's fixtures and fittings and equipment but excluding therefrom any Conduits and extending horizontally to, but including the finished surface of the partitioning, so that the Landlord shall repair and maintain the partitioning subject to the Tenant reimbursing the reasonable and proper cost of any such repair, but the Tenant shall be liable for redecoration and cleaning of the wall finish

1.16 "Rent"

The rent specified in the Lease Particulars but such term does not include the Additional Rents although the word "rents" includes both the Rent and the Additional Rents

1.17	"Rules and Regulations"	Together the rules and regulations for the Centre as set out in the Tenant's Handbook drafted by the Landlord (acting reasonably) after consultation with the Tenants' Association and supplied to the Tenant prior to the date hereof and such variations to them or other rules and regulations which the Landlord (acting reasonably) (after consultation with the Tenants' Association) may make from time to time in interests of good estate management and notify to the Tenant in writing including the Landlord's proposed method of apportionment of the Service Charge between the lettable units in the Centre PROVIDED THAT nothing in the Rules and Regulations may purport to amend the terms of this Lease and in the event of any inconsistency between the terms of this Lease and the Rules and Regulations the terms of this Lease are to prevail
1.18	"Service Costs"	the reasonable costs properly incurred by the Landlord as defined in Part 1(B) of Schedule 4
1.19	"Service Charge"	the sum payable by the Tenant in accordance with Part 2 of Schedule 4
1.20	"Service Charge Year"	the period of twelve months up to 31st March in each year or other such period as the Landlord shall from time to time choose
1.21	"Tenant"	the Tenant named in the Lease Particulars and where the context so admits its successors in title to the tenancy hereby created
1.22	"Tenants' Association"	the Birmingham Bullring Market Hall Tenants' Association or any similar association which appears to the Landlord to represent the majority of the tenants in the Centre

- 1.23 "Tenant's Handbook" the handbook produced by the Landlord from time to time setting out the Rules and Regulations working practices and guidelines relating to the Centre insofar as they are consistent with the Market Covenants in the third schedule.
- 1.24 "Term" the term of this Lease and any period of holding over or extension of the same whether by statute or common law and in this Lease where context so admits
- 1.25 the singular includes the plural and vice-versa and the masculine the feminine and the neuter shall each include the others
- 1.26 reference to any statute (but not any Use Class Order) shall include any legislation amending or replacing the same and any statutory instruments orders rules or regulations having effect thereunder
- 1.27 every covenant by the Tenant not to do any act shall include an obligation not to allow that act to be done
- 1.28 where the Tenant is more than one person their covenants and references to them shall be joint and several
- 1.29 reference to 'this Lease' are to this Lease as varied or supplemented
- 1.30 the clause headings shall not affect the construction
- 1.31 the Landlord's Surveyor shall be a member or fellow of the RICS

2. Demise and Rent Reservation

The Landlord HEREBY DEMISES unto the Tenant the Premises TOGETHER WITH the easements and rights specified in Schedule 5 EXCEPT AND RESERVED unto the Landlord and others the easements and rights specified in Schedule 6 TO HOLD the Premises unto the Tenant for the Contractual Term YIELDING AND PAYING to the Landlord during the Term yearly and proportionately for any fraction of a year the rents set out hereunder:

- 2.1 the Rent and the Service Charge to be paid by equal monthly payments in advance on the Rent Payment Dates in every year the first payment (apportioned in respect of the period from the Rent Start Date up to and including the day immediately preceding the next Rent Payment Date) to be paid on the date hereof; and

- 2.2 the Additional Rents (other than the Service Charge) – to be payable from the date hereof or the date of occupation if earlier (as determined by the Landlord or its surveyor) and to be paid to the Landlord within seven days of demand (except as otherwise provided)

3. **Tenant's Covenants**

- 3.1 The Tenant covenants with the Landlord that it will observe and perform the covenants set out in the Schedule of Market Covenants
- 3.2 The Tenant further covenants with the Landlord as follows:-
- 3.2.1 to pay the Rents and the Additional Rents hereinbefore referred to on the days and in the manner specified
- 3.2.2 to repair and maintain the Premises so as to keep them in good and substantial repair and condition damage by an Insured Risk excepted save where any action or omission of the Tenant has caused insurance monies to be withheld or if the Tenant wilfully or negligently damaged the Premises in which case it shall be directly responsible for the cost of repair or replacement and (subject to the provisions of paragraph 3 of the Third Schedule) at all times when the Centre is open for trading to keep the Premises properly illuminated to the reasonable satisfaction of the Landlord and Provided That nothing shall oblige the Tenant to remedy any Latent Defect or any damage caused by any Latent Defect to the extent that and for so long as the Landlord has a claim against any third party with responsibility for the construction or design of the Premises in respect of such Latent Defect
- 3.2.3 to cleanse the Premises and all fittings fixtures and equipment thereon thoroughly as often as may be necessary and in any event at the end of trading for the day and at that time to remove or cause to be removed all articles things or organic matter which may give rise to obnoxious smell or otherwise become objectionable
- 3.2.4 not to make any additions to fixtures fittings or equipment at the Premises without the prior written approval of the Landlord (such approval not to be unreasonably withheld or delayed)
- 3.2.5 to maintain public liability insurance for such minimum level of cover as the Landlord may reasonably require and to produce a copy of such policy or a certificate of insurance to the Landlord upon request

- 3.2.6 on the termination of this Lease at the Tenant's own expense to remove all tenant's fixtures and fittings and restore the Premises so as to be in full compliance with the obligations on the part of the Tenant
- 3.2.7 to comply with all the reasonable requirements and recommendations of the insurers of the Centre in respect of the Premises and the business carried on from them
- 3.2.8 not to do or omit anything that could cause any policy of insurance on or in relation to the Premises to become void or voidable wholly or in part nor (unless the Tenant shall have previously notified the Landlord and have agreed to pay the increased premium) anything by which additional insurance premiums may become payable
- 3.2.9 to keep the Premises supplied with such fire fighting equipment as the insurers and the fire authority and the Landlord may reasonably require and to maintain such equipment to the satisfaction of the insurers and the fire authority and to reasonable satisfaction of the Landlord and in efficient working order
- 3.2.10 not to store or bring onto the Premises any article substance or liquid of a specially combustible inflammable or explosive nature without the prior written consent of the Landlord and to comply with the requirements and recommendations of the fire authority and the reasonable requirements of the Landlord as to fire precautions relating to the Premises
- 3.2.11 not to obstruct the access to any fire equipment or the means of escape in the Centre from the Premises nor to lock any fire door in the Centre while the Premises are occupied
- 3.2.12 to give notice to the Landlord immediately upon becoming aware of the happening of any event on the Premises which might affect any insurance policy on or relating to the Premises or upon the happening of any event on the Premises against which the Landlord may have insured under this Lease
- 3.2.13 immediately to inform the Landlord in writing of any conviction judgement or finding of any court or tribunal relating to the Tenant (or any director) likely to affect the decision of any insurer or underwriter to grant or to continue any such insurance
- 3.2.14 not at any time during the Term to underlet or part with possession or share occupation of the whole or any part of the Premises save that (subject always to Clause 6) the Tenant may assign the whole of the

Premises with the prior written consent of the Landlord (such consent not to be unreasonably withheld or delayed) granted in accordance with the conditions set out below PROVIDED THAT the Landlord shall not be required to consent to any assignment unless;

3.2.14.1 the proposed assignee is of sufficient financial standing to pay the rents and observe and perform the covenants of this Lease

3.2.14.2 the Tenant is not in arrears with all payments properly due under the terms of this Lease and which have been demanded

3.2.14.3 in the Landlord's reasonable opinion there are no material outstanding breaches of any Tenant's covenants under this Lease

PROVIDED THAT nothing herein should be deemed to limit the grounds on which the Landlord shall be entitled reasonably to object to an assignment in the interest of good estate management in addition to the specific matters mentioned above PROVIDED THAT notwithstanding this subclause where the Tenant hereunder is a limited company the Tenant may share the occupation of the whole or any part of the Premises with a company that is a member of the same group as the Tenant within the meaning of section 42 of the Landlord and Tenant Act 1954 for so long as both companies remain members of the same group and otherwise than in a manner which transfers or creates a legal estate

3.2.15 within one month of any assignment or any transmission or other devolution relating to the Premises to produce for registration with the Landlord's solicitor a certified copy of any such deed or document and to pay the Landlord's Solicitors reasonable charges for the registration of every such document such charges not being more than £100 (one hundred pounds)

3.2.16 not to permit anyone to occupy the Premises as licensee

3.2.17 not at any time during the Term to charge by way of mortgage or charge the Premises or any part or parts thereof without the prior written consent of the Landlord (such consent not to be unreasonably withheld or delayed in the case of a charge of the whole Premises)

3.2.18 the Tenant(s) shall pay to the Landlord on the first day of each month by way of additional Service Charge a sum calculated as follows ("the Additional Service Charge"):

3.2.18.1 The Additional Service Charge shall be two and a half per centum of the amount payable by the Tenant(s) under paragraph 2 of Part 2 of the Fourth Schedule to the Agreement

3.2.18.2 Sixty per centum of the Additional Service Charge shall be used by the Landlord to advertise and promote the Centre subject to sub-clause 3.2.18.3

3.2.18.3 The Landlord shall have due regard to the representations of the Tenants' Association

3.2.18.4 The remaining forty per centum of the Additional Service Charge shall be held by the Landlord in a separate designated account in the name of the Tenants' Association

3.2.18.5 The Tenants' Association upon giving the Landlord a written request signed by two members of its Committee shall be able to obtain within 5 working days of such request all or any part of the monies referred to in subclause 3.2.18.4 to be applied for such purposes as the Tenants' Association considers appropriate

3.2.19 At the end of each Service Charge Year the Landlord will credit any unspent monies held by its under Clause 3.2.18.2 and any surplus funds held by it under Clause 3.2.18.4 toward the next year's Service Costs

3.2.20 Not without the prior consent in writing of the Landlord to use or permit the Premises to be used for any purpose other than the Permitted Use PROVIDED THAT nothing herein should be deemed to limit the grounds on which the Landlord shall be entitled to reasonably object to a change of use in the interests of good estate management and as further provided for in the Tenants Handbook.

4. **Landlord's Covenants**

The Landlord covenants with the Tenant as follows:-

4.1 Subject to the Tenant paying the rents and observing and performing the stipulations on the Tenant's part in this Lease to permit the Tenant peaceably

to hold and enjoy the Premises without any unlawful interruption by the Landlord or title paramount

4.2 Unless prevented or restricted by any circumstances beyond its control the Landlord will so far as reasonably practicable provide or procure the provision of the services set out in Part 1(A) of the Fourth Schedule ("the Services") Provided Always that the Landlord may from time to time withhold discontinue increase or vary the services or any of them or the times at which they are supplied if the Landlord deems it reasonably necessary or desirable for the more efficient management of the Centre as a whole PROVIDED FURTHER THAT the Landlord shall at all time use reasonable endeavours to provide such a level of services so as to enable the Centre to operate as a viable indoor market place

4.3 The Landlord covenants with the Tenant to insure the Centre in the name of the Landlord unless such insurance shall be vitiated by any act of the Tenant or by anyone at the Centre expressly or by implication with the Tenant's authority and under the Tenant's control

4.4 Insurance shall be effected:

4.4.1.1 in such insurance office or with such underwriters and through such agency as the Landlord may from time to time acting reasonably and having regard to other insurers' rates decide

4.4.1.2 for the following sums:

- (a) such sum as the Landlord shall from time to time reasonably considers represents the full cost of rebuilding and reinstating the Centre including architects' surveyors' and other professional fees payable upon any applications for planning permission or other permits or consents that may be required in relation to the rebuilding or reinstatement of the Centre the cost of debris removal demolition site clearance any works that may be required by statute and incidental expenses and
- (b) the loss of yearly rent and Service Charge payable under this Lease from time to time for a period not exceeding five years

4.4.1.3 against damage or destruction by the Insured Risks to the extent that such insurance may ordinarily be available for

properties such as the Centre which an insurer of repute and subject to such excesses exclusions or limitations as the insurer may require

4.5 If and whenever during the Term:

4.5.1 the Centre the Premises or any part of them or access thereto are damage or destroyed by any of the Insured Risks so that the Premises or any part of them are unfit for trading from and

4.5.2 payment of the insurance monies is not refused either in whole or in part by reason of any act or default of the Tenant or anyone at the Premises expressly or by implication with the Tenant's authority then the provisions of Clause 4.6 shall have effect

4.6 As from the first day of the month following the aforesaid damage or destruction the rents or a fair proportion of the rents according to the nature and the extent of the damage sustained shall cease to be payable until the Centre the Premises or the affected part shall have been rebuilt or reinstated so that the Premises or the affected part are capable of being traded from or until the expiration of the period referred to in 4.4.1.2(b) from the destruction or damage whichever period is the shorter (the amount of such proportion and the period during which the rents shall cease to be payable to be determined (if not agreed between the parties) by the Surveyor acting as an expert and not as an arbitrator (and any dispute as to such proportion or the period during which the rents shall cease to be payable shall be determined in accordance with the Arbitration Act 1996 by an arbitrator to be appointed by agreement between the parties or in default by the President for the time being of RICS upon the application of either party)

4.7 If and whenever during the Term:-

4.7.1 the Centre or any part of it or the access thereto is damaged or destroyed by any of the Insured Risks and

4.7.2 the payment of the insurance money is not refused in whole or in part by reason or any act or default of the Tenant or anyone at the Premises expressly or by implication with the Tenant's authority the Landlord shall use its reasonable cost-effective endeavours to procure prompt payment of the relevant insurance monies and to obtain as expeditiously as possible all planning permissions or other permits and consents ("Permissions") that may be required under the Planning Acts or other statutes (if any) to enable the Landlord to rebuild and reinstate the Centre and the access thereto

Subject to the provisions of clauses 4.7.3 and 4.8 the Landlord shall as soon as the Permissions have been obtained or immediately where no Permissions are required apply all money received in respect of such insurance (except sums in respect of loss of rent) in rebuilding or reinstating the Centre so destroyed or damaged or the access thereto (as the case may be) and making up and applying any shortfall in the insurance monies received out of its own funds

4.7.3 For the purposes of this clause 4 the expression "supervening Events" means:

4.7.3.1 the Landlord has failed despite using its reasonable endeavours to obtain the Permissions

4.7.3.2 any of the Permissions have been granted subject to a lawful condition with which it would be impossible for or in all circumstances it would be unreasonable to expect the Landlord to comply

4.7.3.3 some defect or deficiency in the Centre upon which the rebuilding or reinstatement is to take place which would render the same impossible or would mean that the same could only be undertaken at a cost that would be unreasonable in all the circumstances

4.7.3.4 the Landlord is unable to obtain access to the Centre for the purposes of rebuilding or reinstating

4.7.3.5 the rebuilding or reinstating is prevented by war or act of God government action strike lock-out or

4.7.3.6 any other circumstance that prevents reinstatement and that is beyond the reasonable control of the Landlord

4.8 The Landlord shall not be liable to rebuild or reinstate the Centre if and for so long as such rebuilding or reinstating is prevented by Supervening Events

4.9 If upon the expiry of the period referred to in clause 4.1.1.2(b) the Premises the Centre and the access thereto have not been rebuilt or reinstated so as to render the Premises fit for trading then either party may by notice served (and effective forthwith) at any time after the expiry of such period (but in any event prior to the Landlord serving notice (which notice the Landlord agrees to serve as soon as it is able) on the Tenant that the centre has been rebuilt or reinstated so as to render the Premises fit for trading from and use) invoke the provisions of clause 4.10

4.10 Upon service of a notice in accordance with clause 4.9:

- 4.10.1 the Term will absolutely cease but without prejudice to any rights or remedies that may have accrued to either party against the other
- 4.10.2 all money received in respect of the insurance effected by the Landlord pursuant to this clause shall belong to the Landlord absolutely
- 4.11 Without prejudice to the Tenant's liabilities under the Fourth Schedule the Landlord will use reasonable endeavours to recover the costs of remedying any Latent Defect in the Centre or any want of repair caused by any Latent Defect in the Centre from any third party with responsibility for the construction or design of the Centre and if the Landlord does so recover such costs it will credit the Service Charge account in full with all amounts so recovered other than amounts recovered representing the Landlord's reasonable and proper legal and other costs properly incurred in pursuing such action

5. **Agreements and Declarations**

It is hereby agreed and declared as follows:-

- 5.1 If the rents hereby reserved or any part thereof shall be unpaid for 21 days after becoming payable (in the case of the Rent whether formally demanded or not) or if any of the obligations on the Tenant's part shall not be performed or observed or if the Tenant shall become bankrupt or enter into composition with its creditors or suffer any distress to be levied on its goods or if the Tenant for the time being is a company and shall enter into liquidation whether compulsory or voluntary (save for the purpose of reconstruction or amalgamation) or shall have a receiver an administrator or an administrative receiver appointed then and in every such case the Landlord may re-enter upon the Premises or any part in the name of the whole and this tenancy shall be determined but without prejudice to any right of action by either party in respect of any breach of the obligations on the part of the other party in this Lease
- 5.2 That subject to Section 38(2) of the Landlord and Tenant Act 1954 no compensation under Section 37 of that Act shall be payable by the Landlord to the Tenant on the expiration of the tenancy granted by this Lease
- 5.3 The Landlord shall not be liable to the Tenant or any other person or persons engaged on the Tenant's behalf in or about the Premises for any loss or injury caused to the Tenant or any of them or to their goods and chattels by reason of any act neglect or default of any other tenant lessee or occupier or

Superior Landlord of the Centre or by reason of the stoppage or breakage or failure of any air conditioning or ventilating apparatus lighting system pipes appliances or machinery in or connected with or used for the purpose of the centre or any part thereof unless such stoppage breakage or failure is caused by the act of default of the Landlord or its servants

- 5.4 The Tenant shall keep the Landlord fully indemnified against any actions losses claims expenses demands costs suits and damages arising out of any injury loss or damage suffered by third parties caused by any neglect or default of the Tenant or the Tenant's servants agents or any persons under the Tenant's control or authority
- 5.5 If the Tenant shall be convicted or offences against any legislation or regulations affecting the Tenant's use of the Premises including but without affecting the generality of this provision the regulations relating to rights and measures consumer protection and food hygiene and the Landlord shall reasonably resolve that such breaches are persistent and/or flagrant and that the Tenant's continued occupation of the Premises is detrimental to the best interest and good name of the Centre and if the Landlord has obtained the concurrence of the Committee of the Tenants' Association to such resolution then the Tenant shall be deemed to be in breach of Clause 5.1. of this Lease
- 5.6 All sums payable under this Agreement are expressed net of Value Added Tax and the Tenant shall pay the Landlord on demand as an Additional Rent all Value Added tax that may be chargeable in respect of any such sums
- 5.7 Where the Tenant or the Landlord comprises more than one person covenants and obligations of that party take effect as joint and several covenants and obligations
- 5.8 All consents given by the Landlord under the provisions of this Lease shall be as land owner only and shall not in any way affect or comprise its powers duties or authority under any statutory or other provisions

6. **Tenant's Option to Break**

- 6.1 If the Tenant wishes to determine this Lease at any time and gives to the Landlord not less than one month's prior notice expiring on the day prior to a Rent Payment Date in writing of such desire and pays the Rent and delivers up the Premises with vacant possession then in such case immediately after such date this Lease shall cease and be void
- 6.2 If a notice is duly served this Lease shall determine on the relevant date without prejudice to:

- 6.2.1 any rights or remedies which may have accrued to either party in respect of any breach of any of the covenants or obligations contained in it including obligations under this clause which shall continue to bind the parties; and
- 6.2.2 the continuing obligation of the parties to account to one another on demand for any payment or allowance due under the terms of this Lease and apportioned up to the date of determination as soon as reasonably possible thereafter

7. New Tenancy

The Tenancy hereby created is a new tenancy as defined in the Landlord and Tenant (Covenants) Act 1995

8. Third Party Rights

Unless expressly stated, nothing in this Lease will create pursuant to the Contract (rights of Third Parties) Act 1999 rights in favour of any one other than the parties to this Lease

9. Delivery

Delivered as a deed on the date hereof

Executed as a Deed by)
BIRMINGHAM CITY COUNCIL)
affixing its Common Seal)
in the presence of:-)

Authorised Signatory

SIGNED as a deed
by the
in the presence of:-

Witness:

Address:

Occupation:

THE FIRST SCHEDULE

The Premises

See Premises definition at Clause 1.15

THE SECOND SCHEDULE

User

See Permitted User in Lease Particulars

THE THIRD SCHEDULE

The Market Covenants

1. Only to use the Premises for the use specified in the Second Schedule
2. To observe and perform all the bye-laws, the Rules and Regulations in force for the time being and to maintain membership of the Tenants' Association
3. To keep the Premises well and properly stocked and attended and open for business throughout the hours and days laid down by the Landlord (acting reasonably having due regard to the representations (if any) of the Tenants' Association) for the operation of the Centre
4. Not to allow sales by auction Dutch Auction or outcry except on such occasions and in such places as are authorised by the Landlord (such authorisation not to be unreasonably withheld if the approval of the Tenants' Association is given thereto)
5. Not to use any area in excess of the Premises and not to overload the floors of the Premises and not to place or cause to be placed any goods articles or obstruction of any kind or at any time whatsoever in the passageways or roadways of the Centre or immediate approaches thereto (and the Tenant covenants not to cause or permit damage to the same) nor above the stall structure Provided that nothing in this Paragraph 5 shall be deemed to prevent the use of any passageway adjoining the Tenant's stall during the hours the Centre is closed or whilst the Centre is open when the Tenant shall be permitted to restock the Premises in accordance with the Rules and Regulations for all purposes connected with the delivery of stock and/or setting up of goods for display
6. Not to wash trim or process any articles or goods outside the Premises otherwise than in the places provided by the Landlord for that purpose and not to deposit or cause or permit to be deposited any water refuse or waste matter of any kind other than in the places as the Landlord shall specify
7. To deposit in receptacles provided by the Landlord all refuse waste matter or organic waste as may be directed from time to time by the Landlord and all such refuse waste matter and organic waste will be the property of the Landlord to be disposed of as it thinks fit
8. Not to perform or cause or permit to be performed any cooking processing or similar practice anywhere on the Premises unless specifically authorised by the Landlord in writing such authorisation to be subject to such conditions at the Landlord may reasonably wish to impose

9. Not to bring allow or cause or allow to be brought into the Centre any live animal bird or per of any kind (whether or not alive at the time of sale) except in connection with an approved business for the sale of such animal bird or pet from the Premises and in such case to remove any live animal bird or pet from the Premises upon the closing of the Centre each day
10. To obey and cause to be obeyed all proper directions of the Landlord and its authorised representatives and in its or their use of the means of access to the Premises not to cause or permit to be caused any nuisance or obstruction to other persons using the same
11. The Tenant will forthwith remove any advertising matter which the Landlord acting reasonably (and in the interests of good estate management) considers inappropriate whether due to its size appearance or location and has requested the tenant in writing to remove
12. To use and ensure that persons employed by the Tenant use the locker rooms (if any) provided for the purpose of hanging their clothing and in no circumstances to permit such clothing to be left on the Premises unless in any lockers (if any situated at the Premises
13. To be responsible for the cleanliness of the lockers (if any) so provided and for the proper usage thereof and for any property left in the lockers (if any)
14. Not to make any alteration to the Premises nor re-decoration whatsoever to the Premises except with the prior written approval of the Landlord (and in respect of decoration only such approval not to be unreasonably withheld or delayed)
15. To exhibit the Tenant's trading name on the Premises in such size and form and in such situation and place as shall be determined by the Landlord (acting reasonably)
16. To be responsible for the repair and maintenance of all Tenants fixtures and fittings installed upon the premises and to be responsible for for any extension from the water supply point for the provision of all additional fittings and fixtures such as electric water heaters lighting and other electric apparatus or fittings sinks wash basins and waste pipes and any special equipment required by reason of the type of trade carried on from the Premises which are not provided by the Landlord

THE FOURTH SCHEDULE

Service Charge

Part 1(A)
Services provided

1. Repairing and maintaining the Main Structure at all times and otherwise cleaning down painting and decorating the exterior of the Centre (including the exterior of the window frames) and the common parts as and when reasonably required
2. Providing for the common parts of the Centre (or where appropriate the whole of the Centre) during usual business hours or such other longer hours as the Tenants' Association may request:
 - 2.1 lighting
 - 2.2 reasonable heating
 - 2.3 hot water
 - 2.4 air conditioning
 - 2.5 CCTV
3. During usual business hours:
 - 3.1 providing equipment for the supply of hot water for the Premises
 - 3.2 maintenance repair and replacement of the equipment referred to in 3.1
4. The provision maintenance repair and replacement (where beyond economic repair in the medium term) in the Centre of:
 - 4.1 the lifts and hoists
 - 4.2 CCTV system
 - 4.3 communal cloakrooms and lavatories
 - 4.4 an entry phone system
 - 4.5 a public address system
 - 4.6 a security alarm system
 - 4.7 fire fighting alarm and prevention equipment
 - 4.8 the sprinkler system
 - 4.9 floor coverings where the Landlord reasonably deems appropriate
 - 4.10 cleaning equipment
 - 4.11 notices and signs deemed necessary by the Landlord for the health and safety of all those in the Centre and for the control of the Centre
 - 4.12 any other items deemed desirable by the Landlord for the effective operation and management of the Centre (in consultation with and having due regard to the representations of the Tenants' Association)

5. Providing for the benefit of the Centre or the tenants:
 - 5.1 cleaning of the common parts
 - 5.2 the periodic collection and removal of refuse
 - 5.3 traffic control
 - 5.4 security control
 - 5.5 caretaker or other staff
 - 5.6 subject to paragraphs 4 and 5 of Part 1(B) of this Fourth Schedule management services provided by the Landlord and the supervision of services by a managing agent engaged by the Landlord
 - 5.7 promotions and advertising in accordance with Clause 3.2.19
 - 5.8 any other services reasonably deemed desirable by the Landlord for the effective operation and management of the Centre or reasonably requested by the Tenants' Association
6. Paying:
 - 6.1 The cost of complying with all relevant statutory requirements and the requirements of any competent authority in respect of the common parts in the Centre
 - 6.2 All electricity gas telephone and similar charges payable by the Landlord in respect of such parts of the Centre that are not let or constructed or adapted for letting
 - 6.3 The General and Water Rates and similar taxes and outgoings of the Centre as a whole which will not include (a) water consumed by the Tenant via any sub-metered supply service at the Premises which will be charged by the Landlord to the Tenant as a separate Service Charge item and (b) outgoings in respect of those parts of the Centre which are let or constructed or adapted for letting and assessed for such outgoings separately
7. For the avoidance of doubt the Service Charge will not include any costs or expenses incurred or relating in any way whatsoever to the repair maintenance decoration running or otherwise of the car park above the Centre save in respect of any part of the said car park which form part of the Main Structure

PART 1(B)

Service expenses

The Service Costs for each Service Charge Year shall (without limitation) include:

1. All costs properly incurred by the Landlord in providing the Services set out in Part 1(A) of this Schedule
2. The proper salaries and all other employment costs of all staff and the proper cost of providing them with necessary office space motor transport office equipment stationery telephone facilities working clothes and all other equipment reasonably required for the proper performance of their duties
3. The proper fees and expenses payable to any independent professional or other person whom the Landlord may from time to time employ in connection with the provision of the Services
4. The reasonable and proper fees and expenses payable to any independent professional whom the Landlord may from time to time employ in connection with the independent auditing certification of the Service Costs and Service Charge as provided for in paragraph 3a of Part 2 of this Schedule.
5. The proper costs of administering the Services including keeping the accounts and records thereof and also including the reasonable and proper costs associated with obtaining the auditing certification provided in paragraph 4 above (being not more than ten per cent (10%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 5 of Part 1(B) of this Schedule) whether carried out by the Landlord or its agent
6. The costs of the Landlord in providing the services contemplated in paragraph 5.6 of Part 1(A) of this Schedule provided such sum does not exceed five per cent (5%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 4 of Part 1(B) of this Schedule
7. Any interest charges incurred on expenditure not covered by the interim advance payments payable under Part 2 of this Schedule

PART 2

Service charge

1. The Service Charge to be paid by the Tenant shall be such fair proportion (which may if appropriate be the whole amount) of the actual or anticipated Service Costs for each Service Charge Year which shall be assessed by the Landlord or its Surveyor according to a reasonable and proper basis for apportionment applicable from time to time to the Premises.
2. The Landlord may make and send to the Tenant notice in writing of the Landlord's reasonable estimate of the anticipated Service Costs and the Service Costs and the Service Charge applicable to the Premises for the coming Service Charge Year and the Tenant shall pay such estimate of the Service Charge by equal monthly instalments in advance on the Rent Payment Dates
3.
 - a. The Landlord will (unless prevented by causes beyond its control) prepare and send to the Tenant an independently audited certified statement prepared by a firm of chartered or certified accountants or other suitably qualified professional firm of the actual Service Costs and Service Charge for each Service Charge Year as soon as practicable after the end of such year and in the event of the Service Charge for the Premises exceeding the aggregate amount paid by the Tenant for such year the Tenant will pay the balance due to the Landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the Landlord by way of set-off against the next instalment of Service Charge due from the Tenant
 - b. The certified statement shall be conclusive as to all matters of fact which it refers to subject to the Tenant's right reasonably to challenge any expenditure by referring the matter for arbitration in which case costs shall be decided by the appointed arbitrator whose decision shall be final
4. The Landlord will not charge the Tenant any part of the Service Costs which shall be attributable from time to time to such parts of the Centre as shall be designed and available for letting but which remain unlet or which are occupied by the Landlord (save for the common parts of the Centre and any staff accommodation) during the whole or proportionately for any part of the relevant Service Charge Year
5. In the event of the Centre being altered added to or extended the Service Charge may be adjusted by the Landlord in such manner as the Landlord shall reasonably deem to be just and equitable

6. Interest earned on all advance payments of Service Charge held by the Landlord shall be credited towards Service Costs

THE FIFTH SCHEDULE

Schedule of Rights

1. A right of way over such of the common parts of the Centre as are reasonably necessary for gaining access to and egress from the Premises on foot or with hand held trolley for the purposes of the delivery of stock
2. The right of use, subject to the Rules and Regulations all amenities provided by the Landlord in the common parts of the Centre for use by the tenants as may be specified in the Tenant's Handbook and/or notified to the Tenant by the Landlord from time to time
3. The right to use Conduits as provided to the Premises by the Landlord
4. The right in emergency only to pass on foot through the Centre via any fire escape stairs door or corridor leading through the Centre as designated from time to time by the Landlord
5. The right to use such toilets as are provided by the Landlord for common use by tenants of the Centre
6. The right to use such locker areas and rest room (if any) provided by the Landlord from time to time for common use by tenants of the Centre
7. The right to use and to gain access to and egress from such toilets lifts storage areas loading bays refuse collection areas and service areas designated by the Landlord from time to time for common use by tenants of the Centre
8. The right to use the service yard for the loading and unloading of goods both during and outside usual business hours (subject always to the Rules and Regulations)

THE SIXTH SCHEDULE

Exceptions and Reservations

1. Right of entry

The right at reasonable times and on reasonable notice (except of emergency) to enter the Premises for the purposes of:

- 1.1 inspecting the condition and state of repair thereof
- 1.2 carrying out any works for which the Landlord or the Tenant is liable under this Lease or by statute
- 1.3 carrying out any works to any property adjoining the Premises or to any party structure Conduits or other thing used by the Tenant in common with others

subject to the persons so entering forthwith making good any physical damage to the Premises caused by such entry and using all reasonable endeavours to procure that any disruption to the Tenant's business is kept to a minimum

2. Right to alter

The right at any time without making any compensation to build on alter add to extend erect demolish or redevelop the Centre or any part of it or any adjoining or neighbouring premises notwithstanding any interference caused to the Premises or any access of light and air thereto PROVIDED THAT the Tenant's use and enjoyment of the Premises and access to the Centre and the Premises shall not be materially adversely affected

Trader: Example
Units: XXXXXXXXXX

BIRMINGHAM BULL RING INDOOR MARKET

Service Charge Budget Outturn Report 1st April 2017 – 31st March 2018

**Commentary for the
Financial Year Ending
31 March 2018**

REPORT

1. Executive Summary
2. Introduction
3. Background
4. Apportionment
5. Service Charge for 2017/18
6. Explanation Notes for Heads of Expenditure
7. Appendices

Appendix 1 - Lease: Fourth Schedule, Service Charge: Part 1(A) Services Provided

Appendix 2 - Unit Size(s)

Appendix 3 - Service Charge Final Position 2017/18

Appendix 4 - Salaries

Appendix 5 - Premises

Appendix 6 – Supplies & Services

Appendix 7 – Service Charge 2

Appendix 8 – Non Service Chargeable line items

Appendix 9 – Advertising Levy

Appendix 10 - Service Charge Budget 2018/2019

1. EXECUTIVE SUMMARY

OVERALL BUDGET

The Indoor Market's financial year operates from the 1st April 2017 to 31st March 2018 to coincide with Birmingham City Council's financial reporting procedures.

The overall Service Charge for the Indoor Market is collected as Service Charge 1, 2, advertising levy and utilities. In 2017/18, there was an under recovery of £89,351 as detailed in Table 1

Total service charge 1 & advertising levy 1 relating to void units amounted to £221,954 which is borne by Birmingham City Council as per landlords' responsibility.

Your contribution to the service charge is detailed in Table 2.

Service Charge for 2017/2018		
Service Charge 1 - Receipts		£ 791,886
Service Charge 1 - Void Units		£ 216,541
SUB-TOTAL		£ 1,008,427
Advertising Levy 1 Receipts		£ 19,818
Advertising Levy – Void Units		£ 5,413
SUB-TOTAL		£ 25,231
Service Charge 2 - Receipts		£ 32,580
Service Charge 2- Counter related		£ 24,920
SUB-TOTAL		£ 57,500
Advertising Levy 2 – Receipts		£ 738
Advertising Levy 2 – Not Charged not charged		£ 699
SUB-TOTAL		£ 1437
Utilities - Charged offset against service charge 1		£ 31,227
Perimeter Shop Service Charge 1 contribution		£ 5,673
Total Service Charge 1 receipts including voids		£ (1,008,427)
Total Recoupable Service Charge 1 for operating the Indoor Market		£ 1,078,223
Under recovered Service Charge 1	*	£ 69,796
Total Service Charge 2 receipts including Voids		£ (57,500)
Total Recoupable Service Charge 2 for operating the Indoor Market		£ 74,876
Under recovered Service Charge 2		£ 17,376
Additional Advertising Levy SC1	*	£ 1,745
Additional of Advertising Levy SC2		£ 434
Overall Under Recovery including Voids		£ 89,351
Utilities (directly recovered)		£ (31,227)

Table 1

* 21% void figure to be deducted from Service Charge 1 under recovery charge

Example
SERVICE CHARGE STATEMENT 2017/2018

Service Charge for [REDACTED]	
Service Charge 1 - Receipts	£ 6,814.91
Advertising Levy 1 - Receipts	£ 170.40
Service Charge 2 - Receipts	£ 0.00
Advertising Levy 2 - Receipts	£ 0.00
SUBTOTAL	£ 6,985.31
Service Charge for [REDACTED]	
Service Charge 1 - Receipts	£ 116.58
Advertising Levy 1 - Receipts	£ 2.91
Service Charge 2 - Receipts	£ 0.00
Advertising Levy 2 - Receipts	£ 0.00
SUBTOTAL	£ 119.49
Service Charge for [REDACTED]	
Service Charge 1 - Receipts	£ 116.58
Advertising Levy 1 - Receipts	£ 2.91
Service Charge 2 - Receipts	£ 0.00
Advertising Levy 2 - Receipts	£ 0.00
SUBTOTAL	£ 119.49
Utilities - Water	£ 0.00
Utilities - Electric	£ 92.42
SUBTOTAL	£ 92.42
TOTAL INVOICED	£ 7,316.71
Service Charge 1 – Under Recovery	* £ 490.44
Advertising Levy 1 – Under Recovery	* £ 12.26
Service Charge 2 – Under Recovery	* £ 0.00
Advertising Levy 2 – Under Recovery	* £ 0.00
Total Additional Service Charge	£ 502.70

Table 2

*Your apportionment of under recovered service charge for 2017/2018 is itemised above and will be invoiced prior to the end of this financial year end. The option will be available to place this charge on a 12 month instalment plan.

Example – S [REDACTED]

REFUND OF UNSPENT ADVERTISING LEVY

Total Advertising Levy Invoiced 2017/2018	£	20,556
2/5 th s Indoor Market Committee potential spend	£	8,222
3/5 th s Birmingham City Council potential spend	£	12,334
2/5 th s Indoor Market Committee spend	£	0.00
3/5 th s Birmingham City Council spend	£	1093
Re-imburements		
2/5 th s Indoor Market Committee to Indoor Market Committee	£	8,222
3/5 th s Birmingham City Council to traders	£	11,241
Individual Re-Imbursement apportionment		
Advertising Rebate 2017/2018	£	95.51

Table 3

2. INTRODUCTION

The purpose of this report is to comply with the requirement under the lease for the landlord to advise each tenant of the service charge incurred in the financial year and whether or not there was an over or under recovery of service charge. The report gives details on what makes up the service charge and projects the expected level of service charge for 2018/19.

3. BACKGROUND

What forms the service charges is detailed in the lease and contained in the Fourth schedule: Service Charge: Part 1(A) Services provided (appendix 1). The terms of the lease allows for a fair apportionment of service charge between all tenants. The detail as to how the apportionment is made is contained below in section 4.

Where there are void units the service charge is calculated for these and apportioned to the landlord. These costs are not assigned to tenants.

Every attempt is made to accurately forecast service charges but inevitably there will be an over or under recovery of monies. The lease allows for the following actions with regard to over or under recovery;

- Where there is an over recovery of service charge, the excess will be credited by the landlord "by way of a set-off against the next instalment of service charge due from the tenant".
- Where there is an under recovery "the tenant will pay the balance forthwith".

4. APPORTIONMENT

The lease allows: The landlord to apportion service charges by "such fair proportion of the actual, or the anticipated, service costs which shall be assessed by the landlord, or its surveyor, according to a reasonable and proper basis for apportionment applicable from time to time to the premises".

For clarity there are 2 widely used terms that relate to service charges:

- **Service Charge 1.** This is applicable to all tenants and relates to all chargeable services which are detailed in the lease (Fourth schedule: Service Charge: Part 1(A) Services provided).
- **Service Charge 2.** This is applicable to tenants that have clauses 3.2 and 3.3 in their lease (Fourth schedule: Service Charge: Part 1(A) Services provided).

Clauses 3.2 and 3.3 relate to refrigerated storage and display equipment. By having service charge 1 and service charge 2 the landlord can clearly demonstrate to those without refrigerated equipment that they are not contributing to that portion of the overall service charge.

Additionally the lease requires the collection of an "Additional Service Charge" (clause 3.2.19) known as the advertising levy. This totals are an additional 2.5% of the overall service charge. 60% of that levy is to be spent by the landlord on promotions having due regard to representations by the Tenants Association. The remaining 40% may be spent by the Association at the request in writing from two members of the committee prior to the 31st March 2018. Any unspent monies should be credited "towards next years' service costs" (clause 3.2.19) The release of funds is subject to the charges being paid by the tenant.

The Methodology for Service Charge Apportionment for 2017/18

The existing grounds for apportionment are listed here in numbered bullet points and changes are identified as lettered bullet points and these will be consulted on with the Tenants' Association.

1. The apportionment of the service charge payable by the tenants is calculated by reference to the weighted gross internal area of the tenants occupied unit(s) expressed as a percentage of the total weighted aggregate gross internal area of the Indoor Market, excluding management accommodation. The weighting is calculated as follows to give a discount for the storage areas:

	Factor
Stall Area	100%
Stores Area	20%

See appendix 2 for unit size(s).

2. Metered utilities charged against the recorded meter readings.
3. The following will be service chargeable, but will be allocated 100% to a tenant:
 - a. Repairs to a stall which are the result of damage not wear and tear.
 - b. All costs incurred by the Markets Service including officer time in actions associated with debt recovery.
 - c. Blocked drains where material that should not be present is found will be apportioned to tenants up stream of the blockage.
4. The Landlord incurs the service charge for any void or empty properties. Similarly if there are any forms of concession for a unit where the service charge is capped or lower than the apportionment due then the Landlord pays the difference between the two apportionments.

Notional Rent

There is no notional rent included within the service charge that relates to the provision of management accommodation within the Indoor Market.

VAT

The landlord has elected to waive the exemption from Value Added Tax and as such, the service charge expenditure is net of VAT.

5. SERVICE CHARGE FOR 2018/2019

The overall projected service charge remains unchanged. The team is committed to driving down the service charge overall for the Market and this will be monitored on a quarterly basis with the Tenants' Association - see appendix 6.

Contact Details

The property is managed by a team from Birmingham City Council. You can contact any of the team if you have any queries

Responsibility	Contact Details
Head of Markets	Sajeela Naseer, Head of Trading Standards & Markets Sajeela.Naseer@birmingham.gov.uk
Responsibility for the management of the Bull Ring Indoor Market	Amanda Prosser-Davies Operations Manager (Markets) (0121 303 7788) amanda.prosser-davis@birmingham.gov.uk
Responsible for the day to day running of the Bull Ring Indoor Market	Amanda Walker, Raj Kang Senior Officers – Retail Markets (0121 622 0302), (0121 303 2609) amanda.walker@birmingham.gov.uk , raj.s.kang@birmingham.gov.uk
Invoice queries and credit control	Lynn Thomas, Markets Business Support Supervisor (0121 303 0231) lynn.thomas@birmingham.gov.uk
Birmingham City Council Finance Manager	David Jones Finance Manager David.jones@birmingham.gov.uk

6. EXPLANATORY NOTES FOR HEADS OF EXPENDITURE

6.1 SERVICE CHARGE 1 TOTAL

Estimated	Actual
£1,008,427	£1,078,223

SERVICE CHARGE 2 TOTAL

Estimated	Actual
£57,500	£74,876

Appendix 3 Indoor Market Service Charge Final Position 2017/18.

6.2 EMPLOYEE COSTS -

Estimated	Actual
£206,230	£212,362

(See Appendix 4 for detail)

6.3 PREMISES – (See appendix 5 for detail)

6.3.1 REPAIRS AND MAINTENANCE-

SERVICE CHARGE 1 -

	Estimated	Actual
S1	£159,000	£214,567

SERVICE CHARGE 2 - £24,920 counter repair costs being honoured by Birmingham City Council and will not form part of the service charge recharge.

	Estimated	Actual
S2	£ 57,500	£99,796

Budget Codes J000, J010, J020, J030, J040 relate to Repairs and Maintenance. The detail of this work is contained in Appendix 4 – "R&M Detail". J040 relates specifically to Service Charge 2.

	Estimated	Actual
J000	£0	£51,735
J010	£159,000	£37,061
J020	£0	£13,695
J030	£0	£112,076
J040	£57,500	£74,876

J000, J010, J020 & J030 actuals form the consolidated J010 estimate. The total actual charges are 214,567.

In 2017/2018 there was cause to have additional work carried out. A 5 year electrical test and remedial work was required £34,875 being the testing element and £27,915 for remedial work.

The lifts in the indoor market had been condemned by Zurich Insurance and there remedial action was required costing £51,258.

Modification to the cold water distribution system was required costing £13,809

The auxiliary generator required a major repair costing £7,714

Roller shutters required an extensive rebuild £10,299

In order to fulfil our statutory obligations and the conditions of our insurers, a number of specialist contractors are appointed to maintain the plant and equipment in the Indoor Market.

Equipment/Service	Contractor	Notes
Fire sprinkler system & associated pumps	Argus Fire Protection	Annual service/inspection statutory requirement and insurance condition
Fire alarm system	ADT	Fire alarm service and maintenance, statutory requirement and insurance condition
PA system, CCTV system, intruder alarm	Watch Systems	Statutory requirement and insurance condition
Refrigeration equipment	George Barkers(Epta)	Service requirement.
Water distribution equipment, water analysis	Acivico	Statutory obligation
Air handling plant/boilers	Acivico	Insurance condition and statutory obligation
Auxiliary generator	Acivico	Statutory obligation and insurance condition
Emergency lighting system	Acivico	Statutory obligation and insurance condition
Cleaning contract	Acivico	Cleaning of the Indoor Market including window cleaning
Window Cleaning contract	M.I.C.	Window cleaning

6.3.2 Utilities

The detail relating to all other codes (not employee codes and not J000 to J040) is contained in Appendix 5 – "Line Item Detail Other"

6.3.2.1 Electric (£27,653 has been recouped from individual traders)

Estimated	Actual
£216,000	£239,451

6.3.2.2 Gas (£131 has been recouped from individual traders)

Estimated	Actual
£34,000	£16,480

6.3.2.3 Water (£3,443 has been recouped from individual traders)

Estimated	Actual
£56,500	£3,402**

Utilities - Electricity And Gas are purchased on 'city wide' contract in order to secure the best deal. Individual meters are charged for personal usage of utilities, 2017/2018 service charge has a reduction of £31,227

**To be noted:- The water supplier has transferred from Severn Trent to Water Plus and in doing so Water Plus have not been charging the Indoor market for their current water supply, only charging for surface water. Several requests have been made to correct this matter, but as yet no invoices have been forthcoming.

After a review of the lack of water charges in the year end accounts, and as OFWAT state that charges can be backdated six years, it is prudent to enter an accrual for 2018/2019 of a sum of £110,000

2014/2015	£10,000
2015/2016	£25,000
£2016/2017	£35,000
£2017/2018	£40,000

6.3.3 Cleaning

Cleaning Contract

Estimated	Actual
£204,000	£255,418

Cleaning/Materials

Estimated	Actual
£10,000	£3,154

6.3.4 Disinfestation

Estimated	Actual
£41,000	£44,524

6.3.5 Refuse Collection

Estimated	Actual
£60,000	£68,395

6.3.6 Premises Insurance

Estimated	Actual
£12,685	£18,577

6.4 SUPPLIES & SERVICES - (see appendix 6)

6.4.1 Supplies & Services Misc –

Service Charge 1 - £52,811* is being honoured by Birmingham City Council and will not form part of the service charge recharge.

Estimated	Actual
£9,012	£83,840

Budget Codes L100, L130, L300, L420, L750, L9Y0, LRRR & MA20 relate to supplies and services.

	Estimated	Actual
L100 - Operational Equip & Furniture	£5,000	£9,102
L130 – Equipment Hire/Op Lease	£0	£13,539+£57*
L300 – Clothing & Uniforms	£0	£135
L420 – Stationery	£0	£71
L670 – Legal Fees Other	£0	£27,939*
L680 – Professional Fees	£2,000	£24,815*
L750 – Phones Non Centrex	£1,500	£4,612
L9Y0 – Computer Other	£512	£2,385
LRRR – Recharge Supplies	£0	£60
MA20 – Subscriptions	£0	£692

L100 is over budget by £4,102 due to the addition of footfall counters to the doors of the indoor market, the annual charge £5,887.

L130 costs were incurred with the purchase of a reconditioned compactor £6,250.00 and CCTV security £6,530

L670 and L680 are being honoured by Birmingham City Council and will not form part of the service charge recharge.

L750 incurred £4,011 of British Telecom charges relating to security systems.

L9Y0 incurred for WiFi charges.

MA20 incurred for "Performing Rights" charges.

Service Charge 2 -

Estimated	Actual
£0	£0

6.4.2 ADVERTISING LEVY – (see appendix 9)

Estimated
£26,053

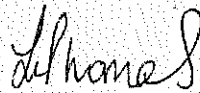
Actual
£20,557

The advertising levy invoiced for 2017/18 is £20,557. 40% of potential reimbursement to the indoor market committee is £8,222. 60% of Birmingham City Council Advertising Levy is £12,334.

£1093 being spent in the year 2017/2018 and therefore the balance of £11,241 is being refunded.

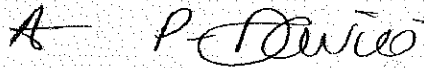
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Prepared by:



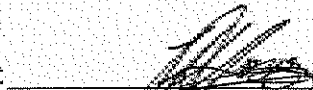
Lynn Thomas
Markets Business Support Supervisor

Approved by:



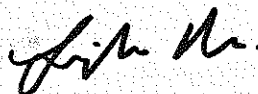
Amanda Prosser-Davies
Operations Manager - Markets

Approved by:



David Jones
Finance Manager – General Fund

Approved by:



Sajeela Naseer
Head of Trading Standards and Markets

Dated: *****2018

7. APPENDICES

Appendix 1 - Lease: Fourth Schedule, Service Charge :Part 1(A) Services Provided

Appendix 2 - Unit Size(s)

Appendix 3 - Service Charge Final Position 2017/18

Appendix 4 - Salaries

Appendix 5 - Premises

Appendix 6 - Supplies & Services

Appendix 7 - Service Charge 2

Appendix 8 - Non Service Chargeable line items

Appendix 9 – Advertising Levy

Appendix 10 – Service Charge Budget 2018/2019

APPENDIX 1

THE FOURTH SCHEDULE

Service Charge

Part 1(A)

Services provided

1. Repairing and maintaining the Main Structure at all times and otherwise cleaning down painting and decorating the exterior of the Centre (including the exterior of the window frames) and the common parts as and when reasonably required
2. Providing for the common parts of the Centre (or where appropriate the whole of the Centre) during usual business hours or such other longer hours as the Tenants' Association may request:
 - 2.1 lighting
 - 2.2 reasonable heating
 - 2.3 hot water
 - 2.4 air conditioning
 - 2.5 CCTV
3. During usual business hours:
 - 3.1 providing equipment for the supply of hot water for the Premises
 - 3.2 providing equipment (whether on the Premises or elsewhere in the Centre) for the display and storage of chilled and/or frozen food and electricity for such equipment
 - 3.3 maintenance repair and replacement of the equipment referred to in 3.1 and 3.2

4. The provision maintenance repair and replacement (where beyond economic repair in the medium term) in the Centre of:
 - 4.1 the lifts and hoists
 - 4.2 CCTV system
 - 4.3 communal cloakrooms and lavatories
 - 4.4 an entry phone system
 - 4.5 a public address system
 - 4.6 a security alarm system
 - 4.7 fire fighting alarm and prevention equipment
 - 4.8 the sprinkler system
 - 4.9 floor coverings where the Landlord reasonably deems appropriate
 - 4.10 cleaning equipment
 - 4.11 notices and signs deemed necessary by the Landlord for the health and safety of all those in the Centre and for the control of the Centre
 - 4.12 any other items deemed desirable by the Landlord for the effective operation and management of the Centre (in consultation with and having due regard to the representations of the Tenants' Association)
5. Providing for the benefit of the Centre or the tenants:
 - 5.1 cleaning of the common parts
 - 5.2 the periodic collection and removal of refuse
 - 5.3 traffic control
 - 5.4 security control
 - 5.5 caretaker or other staff
 - 5.6 subject to paragraphs 4 and 5 of Part 1(B) of this Fourth Schedule management services provided by the Landlord and the supervision of services by a managing agent engaged by the Landlord
 - 5.7 promotions and advertising in accordance with Clause 3.2.19
 - 5.8 any other services reasonably deemed desirable by the Landlord for the effective operation and management of the Centre or reasonably requested by the Tenants' Association

6. Paying:
 - 6.1 The cost of complying with all relevant statutory requirements and the requirements of any competent authority in respect of the common parts in the Centre
 - 6.2 All electricity gas telephone and similar charges payable by the Landlord in respect of such parts of the Centre that are not let or constructed or adapted for letting
 - 6.3 The General and Water Rates and similar taxes and outgoings of the Centre as a whole which will not include (a) water consumed by the Tenant via any sub-metered supply service at the Premises which will be charged by the Landlord to the Tenant as a separate Service Charge item and (b) outgoings in respect of those parts of the Centre which are let or constructed or adapted for letting and assessed for such outgoings separately
7. For the avoidance of doubt the Service Charge will not include any costs or expenses incurred or relating in any way whatsoever to the repair maintenance decoration running or otherwise of the car park above the Centre save in respect of any part of the said car park which form part of the Main Structure

PART 1(B)

Service expenses

The Service Costs for each Service Charge Year shall (without limitation) include:

1. All costs properly incurred by the Landlord in providing the Services set out in Part 1(A) of this Schedule
2. The proper salaries and all other employment costs of all staff and the proper cost of providing them with necessary office space motor transport office equipment stationery telephone facilities working clothes and all other equipment reasonably required for the proper performance of their duties
3. The proper fees and expenses payable to any independent professional or other person whom the Landlord may from time to time employ in connection with the provision of the Services
4. The reasonable and proper fees and expenses payable to any independent professional whom the Landlord may from time to time employ in connection with the independent auditing certification of the Service Costs and Service Charge as provided for in paragraph 3a of Part 2 of this Schedule.

5. The proper costs of administering the Services including keeping the accounts and records thereof and also including the reasonable and proper costs associated with obtaining the auditing certification provided in paragraph 4 above (being not more than ten per cent (10%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 5 of Part 1(B) of this Schedule) whether carried out by the Landlord or its agent
6. The costs of the Landlord in providing the services contemplated in paragraph 5.6 of Part 1(A) of this Schedule provided such sum does not exceed five per cent (5%) of the other annual Service Costs net of VAT excluding costs incurred under paragraph 4 of Part 1(B) of this Schedule
7. Any interest charges incurred on expenditure not covered by the interim advance payments payable under Part 2 of this Schedule

PART 2

Service charge

1. The Service Charge to be paid by the Tenant shall be such fair proportion (which may if appropriate be the whole amount) of the actual or anticipated Service Costs for each Service Charge Year which shall be assessed by the Landlord or its Surveyor according to a reasonable and proper basis for apportionment applicable from time to time to the Premises.
2. The Landlord may make and send to the Tenant notice in writing of the Landlord's reasonable estimate of the anticipated Service Costs and the Service Costs and the Service Charge applicable to the Premises for the coming Service Charge Year and the Tenant shall pay such estimate of the Service Charge by equal monthly instalments in advance on the Rent Payment Dates

3.
 - a. The Landlord will (unless prevented by causes beyond its control) prepare and send to the Tenant an independently audited certified statement prepared by a firm of chartered or certified accountants or other suitably qualified professional firm of the actual Service Costs and Service Charge for each Service Charge Year as soon as practicable after the end of such year and in the event of the Service Charge for the Premises exceeding the aggregate amount paid by the Tenant for such year the Tenant will pay the balance due to the Landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the Landlord by way of set-off against the next instalment of Service Charge due from the Tenant
 - b. The certified statement shall be conclusive as to all matters of fact which it refers to subject to the Tenant's right reasonably to challenge any expenditure by referring the matter for arbitration in which case costs shall be decided by the appointed arbitrator whose decision shall be final
 4. The Landlord will not charge the Tenant any part of the Service Costs which shall be attributable from time to time to such parts of the Centre as shall be designed and available for letting but which remain unlet or which are occupied by the Landlord (save for the common parts of the Centre and any staff accommodation) during the whole or proportionately for any part of the relevant Service Charge Year
 5. In the event of the Centre being altered added to or extended the Service Charge may be adjusted by the Landlord in such manner as the Landlord shall reasonably deem to be just and equitable
 6. Interest earned on all advance payments of Service Charge held by the Landlord shall be credited towards Service Costs

APPENDIX 2

Weighted GIA = 26,514.38 sq ft

Total Stall(s) Area sqft = 24,700.16 sq ft

Total Store(s) - 20% charge (weighted Area) sqft = 1814.22 sq ft

Example

STALL/STORE NUMBER	UNIT SIZE(S)
Stall 28	
square meters	17.20
square feet	185.14
Store 27	
square meters	17.65
square feet	190.00
Store 29	
square meters	17.65
square feet	190.00

APPENDIX 3

Indoor Market Service Charge Summary

Period	2017/ 2018	Budget	Budget	Actual	Variance	Actual	Year End		Misc	Service	Service	SC1
12			To date	Ledger	To date	Service Charge	Variation	Non Service Charge		charge 2	charge 1	Actual to Budget Variation
		£	£	£	£	£	£	£	£	£	£	£
A000	Salaries APT&C	152,668	152,668	134,120	(18,548)	134,120	(18,548)				134,120	(18,548)
C000	Overtime(S) APT&C			223	223	223	223				223	223
E000	Ni(S) APT&C	17,010	17,010	13,100	(3,910)	13,100	(3,910)				13,100	(3,910)
F000	Super'n(S) APT&C	35,595	35,595	36,714	1,119	36,714	1,119				36,714	1,119
G000	Agency			28,091	28,091	28,091	28,091				28,091	28,091
GRRR	Recharge - Agency			114	114	114	114				114	114
H030	Employer Liability Insurance	957	957		(957)		(957)					(957)
H220	Training Equip/Mat'l's											
H2T0	Training Other											
Employees		206,230	206,230	212,362	6,132	212,362	6,132				212,362	6,132
J000	Bldg R&M Strat UDD			51,735	51,735	51,735	51,735				51,735	51,735
J010	Bldg RM Routine UDD	69,000	69,000	37,061	(31,939)	37,061	(31,939)				37,061	(31,939)
J020	Bldg RM Emery UDD	30,000	30,000	13,695	(16,305)	13,695	(16,305)				13,695	(16,305)
J030	Bldg RM Departmental	60,000	60,000	112,076	52,076	112,076	52,076				112,076	52,076
J040	Bldg RM Fair Fund NS	57,500	57,500	99,796	42,296	99,796	42,296	24,920		74,876		
J200	Electricity	216,000	216,000	239,451	23,451	239,451	23,451		27,653		211,798	(4,202)
J210	Gas	34,000	34,000	16,480	(17,520)	16,480	(17,520)		131		16,349	(17,651)
J280	Water Services	56,500	56,500	3,402	(53,098)	3,402	(53,098)		3,443		(41)	(56,541)
J310	Other Fix & Fittings			2,091	2,091	2,091	2,091				2,091	2,091
J500	Cleaning Materials	10,000	10,000	3,154	(6,846)	3,154	(6,846)				3,154	(6,846)
J510	Cleaning Contract	204,000	204,000	255,418	51,418	255,418	51,418				255,418	51,418
J550	Disinfection	41,000	41,000	44,524	3,524	44,524	3,524				44,524	3,524
J560	Refuse Collection	60,000	60,000	68,395	8,395	68,395	8,395				68,395	8,395
J600	Premises Insurance	12,685	12,685	18,577	5,892	18,577	5,892				18,577	5,892
Premises		850,685	850,685	965,855	115,170	965,855	115,170	24,920	31,227	74,876	834,832	41,647
K020	Vehicle fuel											
K600	Transport Misc											
Transport												
L080	Purch Mat & Supp											
L100	Operatl Equip & Furn	5,000	5,000	9,102	4,102	9,102	4,102				9,102	4,102
L130	Equipment			13,596	13,596	13,539	13,539	57			13,539	13,539
L300	Clothing & Uniforms			135	135	135	135				135	135
L310	Laundry			0								
L420	Stationery			71	71	71	71				71	71
L5F0	Licences and Permits			0								
L5G0	Security Contracts			0								
L670	Legal Fees			27,939	27,939			27,939				
L680	Professional Fees/licenses	2,000	2,000	24,815	22,815		(2,000)	24,815				(2,000)
L750	Phones Non Centrex	1,500	1,500	4,612	3,112	4,612	3,112				4,612	3,112
L880	Mobiles/Radios/Pagers			412	412	412	412				412	412
L991	Notional Finance IT			21	21	21	21				21	21
L9Y0	Computing Other	512	512	2,385	1,873	2,385	1,873				2,385	1,873
LRRR	Recharge Supplies			60	60	60					60	60
MA20	Subscriptions			692	692	692	692				692	692
MC70	Supplies & Sev Mic			0								
Supplies and Service		9,012	9,012	83,840	74,828	31,029	21,957	52,811	0	0	31,029	22,017
RA10	DSC - Finance											
Recharge Expenditure												
Total Expenditure		1,065,927	1,065,927	1,262,057	196,130	1,209,246	143,259	77,731	31,227	74,876	1,078,223	69,796
V350	Fee & Ch Services	(26,500)	(26,500)	(31,227)	(4,727)	(31,227)	(4,727)		(31,227)			
V750	Inc Service Charges	(1,033,753)	(1,033,753)	(821,397)	212,356	(821,397)	212,356			(29,511)	(791,886)	
	Perimeter Shop Contribution to service charge	(5,673)	(5,673)	(5,673)		(5,673)					(5,673)	
Total Income		(1,065,926)	(1,065,926)	(858,297)	207,629	(858,297)	207,629		(31,227)	(29,511)	(797,559)	

	Budget	Actuals	Variation
Service Charge 1	1,008,427	1,078,223	69,796 Charge to Traders
Service Charge 2	57,500	74,876	17,376 Charge to Traders
	<u>1,065,927</u>	<u>1,153,099</u>	<u>87,172</u>
Occupancy Level SCH 1	79%		
Occupancy Level SCH 2	100%		
Year end Position Sch 1	55,139		
Year end Position Sch 2	17,376		
	<u>72,515</u>		

791886	tenanted
216,541	void
<u>1,008,427</u>	
0	

1379	AD LEVY	56,518
434	AD LEVY	17,810
		<u>74,328</u>

0

SALARY ALLOCATION - 2017/2018

Commitment II Fund	Amount	Document Head Reference
A000	134,120.44	Salaries & Wages
A5W0	0.00	Salaries & Wages
C000	223.18	Salaries & Wages
E000	13,099.65	Salaries & Wages
E5W0	0.00	Salaries & Wages
F000	36,714.06	Salaries & Wages
F0Y0	0.00	Salaries & Wages
G000	28,090.50	Salaries & Wages
GRRR	114.40	Salaries & Wages
	212,362.23	

Summary of Salary Allocation	
Management and Business Support	FTE 0.65
Retail Officers	2.00
Enforcement Officers	0.80
Building Services and Maintenance Officers	1.40

PREMISES - 2017/2018

APPENDIX 5

Posting Date	Funds C	Comm	Fund	Perio	Amount	Document Header Text	Text	Reference Doc	Docum	Vendor	Name 1
05/04/2017	RC001	J000	A00	1	1,140.00		SERVICE/MAINT. - INDOOR MARKET SPRINKLER	5000503570	WE	1000048555	ARGUS FIRE PROTECTION COMPANY LTD
06/04/2017	RC001	J000	A00	1	-675.00	600007014267	ACD17YE-070	50006787	A5		
06/04/2017	RC001	J000	A00	1	-93.05	600007015506	ACD17YE-070	50006787	A5		
06/04/2017	RC001	J000	A00	1	-121.19	600007019184	ACD17YE-070	50006787	A5		
06/04/2017	RC001	J000	A00	1	-200.19	600007027269	ACD17YE-073	50006788	A5		
06/04/2017	RC001	J000	A00	1	-1,872.11	600007037274	ACD17YE-156	50006764	A5		
06/04/2017	RC001	J000	A00	1	-435.02	600007038386	ACD17YE-162	50006766	A5		
27/05/2017	RC001	J000	A00	2	1,061.92	600007038386	Legionella Control (A) -	3154846629	KR	1000125785	ACIVICO LTD
06/04/2017	RC001	J000	A00	1	-34.39	600007038625	ACD17YE-165	50006767	A5		
27/04/2017	RC001	J000	A00	1	206.27	600007038676	Legionella Monthly Visit	3154737123	KR	1000125785	ACIVICO LTD
27/05/2017	RC001	J000	A00	2	54.38	600007038676	Legionella Monthly Visit	3154846656	KR	1000125785	ACIVICO LTD
06/04/2017	RC001	J000	A00	1	-200.19	600007039049	ACD17YW-168	50006768	A5		
27/05/2017	RC001	J000	A00	2	45.51	600007039049	Emergency Lighting Flash	3154846707	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	209.35	600007039496	Legionella Monthly Visit	3155083780	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	45.51	600007040081	Roller Shutter Annual	3155083934	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	57.18	600007040095	Roller Shutter Annual	3155083942	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	45.51	600007040111	Roller Shutter Annual	3155083946	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	511.71	600007040387	Generator Interim Service	3155084072	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J000	A00	4	45.51	600007041416	Emergency Lighting Annual	3155084410	KR	1000125785	ACIVICO LTD
07/09/2017	RC001	J000	A00	6	247.85	600007039763	Legionella Quarterly Visi	3155231638	KR	1000125785	ACIVICO LTD
27/09/2017	RC001	J000	A00	6	1,928.81	600007042119	HV Maintenance Programme	3155318794	KR	1000125785	ACIVICO LTD
27/09/2017	RC001	J000	A00	6	220.39	600007044086	Legionella Monthly Visit	3155319089	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J000	A00	7	903.45	600007042590	Residual Current Device M	3155432121	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J000	A00	7	227.59	600007044224	Legionella Monthly Visit	3155432526	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J000	A00	7	403.89	600007044663	Emergency Lighting Flash	3155432575	KR	1000125785	ACIVICO LTD
27/11/2017	RC001	J000	A00	8	258.87	600007043309	Legionella Half Yearly Vi	3155543079	KR	1000125785	ACIVICO LTD
27/11/2017	RC001	J000	A00	8	164.60	600007044393	Gas Soundness Report 5 Ye	3155543327	KR	1000125785	ACIVICO LTD
27/12/2017	RC001	J000	A00	9	198.96	600007044270	Legionella Monthly Visit	3155652860	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	245.93	600007039665	Legionella Monthly Visit	3155761409	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	27,915.59	600007042083	Periodic Electrical Testi	3155761433	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	144.44	600007043417	Boiler Maintenance Annual	3155761504	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	144.44	600007043425	Boiler Maintenance Annual	3155761509	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	144.44	600007043427	Boiler Maintenance Annual	3155761511	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	144.44	600007043429	Boiler Maintenance Annual	3155761513	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	403.89	600007044634	Emergency Lighting Flash	3155761564	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	208.42	600007047090	Legionella Monthly Visit	3155761984	KR	1000125785	ACIVICO LTD
27/01/2018	RC001	J000	A00	10	46.68	600007047786	Generator Monthly Check -	3155762143	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	83.57	600007043107	Air Handling Units Annual	3155873854	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.89	600007043664	Oil Storage Tank Annual	3155873855	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.89	600007043668	Oil Storage Tank Annual	3155873856	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.89	600007043683	Pressurisation Units Annu	3155873857	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.89	600007043684	Pressurisation Units Annu	3155873858	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.89	600007043691	Pressurisation Units Annu	3155873859	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J000	A00	11	46.68	600007047785	Generator Monthly Check -	3155874217	KR	1000125785	ACIVICO LTD
31/03/2018	RC001	J000	A00	12	233.76	600005041571	ACD18Y/E-027-FM PMOS	50006903	A5		
31/03/2018	RC001	J000	A00	12	114.13	600005041770	ACD18Y/E-027-FM PMOS	50006903	A5		
31/03/2018	RC001	J000	A00	12	175.06	600006034541	ACD18Y/E-021-FM PMOS	50006899	A5		
31/03/2018	RC001	J000	A00	12	171.70	600007047091	ACD18Y/E-032-FM PMOS	50006909	A5		
27/03/2018	RC001	J000	A00	12	933.11	600007047678	Generator Annual Service	3156010027	KR	1000125785	ACIVICO LTD
31/03/2018	RC001	J000	A00	12	9.86	600007049094	ACD18Y/E-033-FM PMOS	50006910	A5		
31/03/2018	RC001	J000	A00	12	1,057.20	600007049111	ACD18Y/E-033-FM PMOS	50006910	A5		
31/03/2018	RC001	J000	A00	12	2,313.18	600007049532	ACD18Y/E-027-FM PMOS	50006903	A5		
27/03/2018	RC001	J000	A00	12	402.09	600007049847	Emergency Lighting Flash	3156010510	KR	1000125785	ACIVICO LTD
31/03/2018	RC001	J000	A00	12	93.91	600007049937	ACD18Y/E-021-FM PMOS	50006899	A5		
31/03/2018	RC001	J000	A00	12	1,057.20	600007050631	ACD18Y/E-028-FM PMOS	50006905	A5		
31/03/2018	RC001	J000	A00	12	9.89	600007050644	ACD18Y/E-028-FM PMOS	50006905	A5		
10/05/2017	RC001	J000	A00	2	867.97		MAINTENANCE OF FAS - INDOOR	5000506130	WE	1000000274	ADT FIRE AND SECURITY PLC
20/06/2017	RC001	J000	A00	3	216.94		MAINTENANCE & MONITORING OF IAS - INDOOR	5000509314	WE	1000000274	ADT FIRE AND SECURITY PLC
20/06/2017	RC001	J000	A00	3	884.95		MAINTENANCE OF FAS - INDOOR	5000509311	WE	1000000274	ADT FIRE AND SECURITY PLC
22/06/2017	RC001	J000	A00	3	731.09		MAINTENANCE OF THE PAS - INDOOR	5000509684	WE	1000000274	ADT FIRE AND SECURITY PLC
12/07/2017	RC001	J000	A00	4	772.00		FULL TEST OF THE PAVA SYSTEM - INDOOR	3002153058	RE	1000000274	ADT FIRE AND SECURITY PLC
15/09/2017	RC001	J000	A00	6	220.23		MAINTENANCE & MONITORING OF IAS - INDOOR	5000516521	WE	1000000274	ADT FIRE AND SECURITY PLC
15/09/2017	RC001	J000	A00	6	742.16		MAINTENANCE OF THE PAS - INDOOR	5000516522	WE	1000000274	ADT FIRE AND SECURITY PLC
15/12/2017	RC001	J000	A00	9	898.35		MAINTENANCE OF FAS - INDOOR	5000524203	WE	1000000274	ADT FIRE AND SECURITY PLC
15/12/2017	RC001	J000	A00	9	220.23		MAINTENANCE & MONITORING OF IAS - INDOOR	5000524224	WE	1000000274	ADT FIRE AND SECURITY PLC
15/12/2017	RC001	J000	A00	9	742.16		MAINTENANCE OF THE PAS - INDOOR	5000524226	WE	1000000274	ADT FIRE AND SECURITY PLC
23/01/2018	RC001	J000	A00	10	898.35		MAINTENANCE OF FAS - INDOOR	5000526736	WE	1000000274	ADT FIRE AND SECURITY PLC
13/03/2018	RC001	J000	A00	12	898.35		MAINTENANCE OF FAS - INDOOR	5000530932	WE	1000000274	ADT FIRE AND SECURITY PLC
13/03/2018	RC001	J000	A00	12	220.23		MAINTENANCE & MONITORING OF IAS - INDOOR	5000530960	WE	1000000274	ADT FIRE AND SECURITY PLC
13/03/2018	RC001	J000	A00	12	742.16		MAINTENANCE OF THE PAS - INDOOR	5000530956	WE	1000000274	ADT FIRE AND SECURITY PLC
26/01/2018	RC001	J000	A00	10	2,000.00		ANNUAL MAINTENTANCE OF IP CCTV	5000527028	WE	1000129970	WATCH SYSTEMS LTD
		J000			51,333.35						

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06/04/2017	RC001	J010	A00	1	1,500.00	ACD17Y/E-121 BUTTRESS RE	ACD17Y/E-121 Buttress-73411 NEW INDOOR RETAIL MA	50006752	A5				
06/04/2017	RC001	J010	A00	1	-113.50	600006016668	ACD17YE-034	"ACD17 Y/E-034-600006016668-FFOS FAULTY TEMPSRequ	50006774	A5			
31/03/2018	RC001	J010	A00	12	1,559.77	600006022925	ACD18Y/E-027-FM PMOS	ACD18Y/E-027-600006022925-6191: 2 NEW WATER HEATER	50006903	A5			
27/04/2017	RC001	J010	A00	1	500.40	600006024201	BCC ACCESS AUDITS	PAL00766-A Indoor Market	3154735873	KR	1000125785	ACIVICO LTD	
06/04/2017	RC001	J010	A00	1	-272.30	600006026017	ACD17YE-055	ACD17 Y/E-055-600006026017-Booster set accumulator	50006782	A5			
06/04/2017	RC001	J010	A00	1	-2,836.23	600006026066	ACD17YE-055	ACD17 Y/E-055-600006026066-9100 Generator repairs	50006782	A5			
06/04/2017	RC001	J010	A00	1	-32.69	600006026218	ACD17YE-055	ACD17 Y/E-055-600006026218-LIFT ID 313656 - MAINTEN	50006782	A5			
06/04/2017	RC001	J010	A00	1	-11,176.58	600006026948	ACD17YE-058	ACD17 Y/E-058-600006026948-ACIVICO REF 8701 - SUPP	50006783	A5			
06/04/2017	RC001	J010	A00	1	-393.75	600006028442	ACD17YE-192	ACD17 Y/E-0192-600006028442-10547-Electrical Atten	50006803	A5			
27/04/2017	RC001	J010	A00	1	192.20	600006028442	10547-ELECTRICAL ATTENDAN	PAL00766-A Indoor Market	3154736042	KR	1000125785	ACIVICO LTD	
06/04/2017	RC001	J010	A00	1	-925.47	600006028856	ACD17YE-210	ACD17 Y/E-0210-600006028856-10736 Install New Zip	50006811	A5			
27/04/2017	RC001	J010	A00	1	778.66	600006028856	10736 Install new zip aqu	PAL00766-A Indoor Market	3154736210	KR	1000125785	ACIVICO LTD	
06/04/2017	RC001	J010	A00	1	-340.31	600006029182	ACD17YE-192	"ACD17 Y/E-0192-600006029182-10938 New Meter For 1	50006803	A5			
27/05/2017	RC001	J010	A00	2	235.25	600006029182	10938 new meter for 111A	PAL00766-A Indoor Market	3154846094	KR	1000125785	ACIVICO LTD	
06/04/2017	RC001	J010	A00	1	-957.47	600006029259	ACD17YE-210	ACD17 Y/E-0210-600006029259-Capri Ref 10949 - Inst	50006811	A5			
27/05/2017	RC001	J010	A00	2	864.47	600006029259	CAPRI REF 10949 - INSTALL	PAL00766-A Indoor Market	3154846124	KR	1000125785	ACIVICO LTD	
06/04/2017	RC001	J010	A00	1	-547.49	600006029456	ACD17YE-210	"ACD17 Y/E-0210-600006029456-11037 Actuator and So	50006811	A5			
27/05/2017	RC001	J010	A00	2	544.58	600006029456	11037 Actuator and Soleno	PAL00766-A Indoor Market	3154846216	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J010	A00	3	206.92	600006030208	ATTEND TO PUNCH COLD WATE	PAL00766-A Indoor Market	3154963616	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J010	A00	3	251.26	600006030272	TOILETS BLOCKEDGENTS PUB	PAL00766-A Indoor Market	3154963636	KR	1000125785	ACIVICO LTD	
07/09/2017	RC001	J010	A00	6	876.80	600006030606	BEMS Condition SurveyAci	PAL00766-A Indoor Market	3155230676	KR	1000125785	ACIVICO LTD	
07/09/2017	RC001	J010	A00	6	4,878.38	600006030802	11519 generator oil leak	PAL00766-A Indoor Market	3155230726	KR	1000125785	ACIVICO LTD	
07/09/2017	RC001	J010	A00	6	61.86	600006031131	GAS SUB METER NOT WORKING	PAL00766-A Indoor Market	3155230863	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J010	A00	10	1,326.41	600006031562	FET CINS069384 / 6031131	PAL00766-A Indoor Market	3155760694	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J010	A00	10	2,400.55	600006031676	11256 Repairs to bus bar	PAL00766-A Indoor Market	3155760696	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J010	A00	8	786.69	600006032231	Quote ref: 2026027Reques	PAL00766-A Indoor Market	3155542349	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J010	A00	8	74.69	600006032620	12150 - LIFT ISOLATORSRE	PAL00766-A Indoor Market	3155542433	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J010	A00	8	704.54	600006032754	FTE CINS071735 / 5040115	PAL00766-A Indoor Market	3155542463	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J010	A00	10	1,911.36	600006033017	12348 Service yard barrie	PAL00766-A Indoor Market	3155760747	KR	1000125785	ACIVICO LTD	
31/03/2018	RC001	J010	A00	12	8,819.01	600006033074	ACD18Y/E-026-FM PMOS	ACD18Y/E-026-600006033074-12363 Remedial electrica	50006901	A5			
27/03/2018	RC001	J010	A00	12	19,305.99	600006033074	12363 Remedial electrical	PAL00766-A Indoor Market	3156008572	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J010	A00	10	1,919.49	600006033992	12745 - REPAIR LIGHTSREP	PAL00766-A Indoor Market	3155761043	KR	1000125785	ACIVICO LTD	
27/03/2018	RC001	J010	A00	12	106.19	600006034541	FFOS LegionellaRequeste	PAL00766-A Indoor Market	3156008740	KR	1000125785	ACIVICO LTD	
31/03/2018	RC001	J010	A00	12	2,144.52	600006035584	ACD18Y/E-019-FM PMOS	"ACD18Y/E-019-600006035584-13320 Water heaters 110	50006891	A5			
31/03/2018	RC001	J010	A00	12	1,072.26	600006035904	ACD18Y/E-019-FM PMOS	ACD18Y/E-019-600006035904-13451 Zip aqua point 30l	50006891	A5			
31/03/2018	RC001	J010	A00	12	135.00	600006036082	ACD18Y/E-020-FM PMOS	"ACD18Y/E-020-600006036082-ATTEND TO 2 FAULTY TOIL	50006892	A5			
31/03/2018	RC001	J010	A00	12	1,500.00		ACD18Y/E-013-BUTTRESS	ACD18Y/E-013-Buttress 73411	50006879	A5			
		J010			37,061.46								

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05/04/2017	RC001	J020	A00	1	-164.58	600005015349	ACD17YE-01	ACD17 Y/E-01-600005015349-Bulk Sampling	50006667	A5			
31/03/2018	RC001	J020	A00	12	23.76	600005015349	ACD18Y/E-021-FM PMOS	ACD18Y/E-021-600005015349-BULK SAMPLING	50006899	A5			
05/04/2017	RC001	J020	A00	1	-283.75	600005018676	ACD17YE-01	ACD17 Y/E-01-600005018676-Out Of Hours 02.10.14 1	50006667	A5			
05/04/2017	RC001	J020	A00	1	-170.25	600005020161	ACD17YE-01	ACD17 Y/E-01-600005020161-Attend To Fit 2 No. Inli	50006667	A5			
05/04/2017	RC001	J020	A00	1	-283.75	600005021894	ACD17YE-01	ACD17 Y/E-01-600005021894-Out Of Hours Call Out Li	50006667	A5			
05/04/2017	RC001	J020	A00	1	-276.00	600005025401	ACD17YE-04	ACD17 Y/E-04-600005025401-Attend To Unit 103 - G.	50006670	A5			
05/04/2017	RC001	J020	A00	1	-281.25	600005032384	ACD17YE-016	ACD17 Y/E-016-600005032384-OUT OF HOURS 23.05.16	50006676	A5			
05/04/2017	RC001	J020	A00	1	-281.25	600005032407	ACD17YE-016	ACD17 Y/E-016-600005032407-ATTEND TO DRY LIFT FAUL	50006676	A5			
27/05/2017	RC001	J020	A00	2	338.63	600005035575	AIR HANDLING NOT WORKING	PAL00766-A Indoor Market	3154845661	KR	1000125785	ACIVICO LTD	
07/04/2017	RC001	J020	A00	1	-225.00	600005037353	ACD17YE-264	ACD17 Y/E-0264-600005037353-OUT OF HOURS 11.02.17	50006844	A5			
27/05/2017	RC001	J020	A00	2	197.46	600005037353	OUT OF HOURS 11.02.17 09	PAL00766-A Indoor Market	3154845689	KR	1000125785	ACIVICO LTD	
07/04/2017	RC001	J020	A00	1	-281.25	600005037800	ACD17YE-267	ACD17 Y/E-0267-600005037800-ATTEND TO BLOCKED DRAI	50006845	A5			
27/04/2017	RC001	J020	A00	1	117.88	600005037800	ATTEND TO BLOCKED DRAIN	PAL00766-A Indoor Market	3154735810	KR	1000125785	ACIVICO LTD	
07/04/2017	RC001	J020	A00	1	-225.00	600005037810	ACD17YE-267	ACD17 Y/E-0267-600005037810-OUT OF HOURS 11.03.17	50006845	A5			
07/04/2017	RC001	J020	A00	1	-281.25	600005038146	ACD17YE-258	ACD17 Y/E-0258-600005038146-Attend To Unblock Mann	50006840	A5			
27/05/2017	RC001	J020	A00	2	108.56	600005038146	ATTEND TO UNBLOCK MANN HO	PAL00766-A Indoor Market	3154845825	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J020	A00	3	68.97	600005038146	ATTEND TO UNBLOCK MANN HO	PAL00766-A Indoor Market	3154963011	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	56.12	600005038225	ATTEND SITE TO FLUSH AND	PAL00766-A Indoor Market	3155082892	KR	1000125785	ACIVICO LTD	
27/05/2017	RC001	J020	A00	2	80.44	600005038237	OUT OF HOURS 01.04.17 09	PAL00766-A Indoor Market	3154845846	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J020	A00	3	59.20	600005038237	OUT OF HOURS 01.04.17 09	PAL00766-A Indoor Market	3154963042	KR	1000125785	ACIVICO LTD	
31/03/2018	RC001	J020	A00	12	281.25	600005038247	ACD18Y/E-027-FM PMOS	ACD18Y/E-027-600005038247-POWER FAILURE LOCATED AT	50006903	A5			
27/05/2017	RC001	J020	A00	2	94.64	600005038287	ATTEND TO JET BLOCKED DRA	PAL00766-A Indoor Market	3154845860	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J020	A00	3	64.12	600005038287	ATTEND TO JET BLOCKED DRA	PAL00766-A Indoor Market	3154963061	KR	1000125785	ACIVICO LTD	
27/05/2017	RC001	J020	A00	2	94.64	600005038351	UNIT 123 - BARI BARI FISH	PAL00766-A Indoor Market	3154845886	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J020	A00	3	64.12	600005038351	UNIT 123 - BARI BARI FISH	PAL00766-A Indoor Market	3154963076	KR	1000125785	ACIVICO LTD	
27/06/2017	RC001	J020	A00	3	551.14	600005038741	ATTEND TO FAULTY CHILLERS	PAL00766-A Indoor Market	3154963180	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	61.61	600005038742	ATTEND TO FAULTY HEATING	PAL00766-A Indoor Market	3155083003	KR	1000125785	ACIVICO LTD	
27/09/2017	RC001	J020	A00	6	284.57	600005038747	INVESTIGATE AND REPAIR TO	PAL00766-A Indoor Market	3155317634	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	128.44	600005038773	AIR CONDITIONINGFAO DAN	PAL00766-A Indoor Market	3155083017	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	1,518.26	600005038798	CHILLER UNITS NOT WORKING	PAL00766-A Indoor Market	3155083028	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	263.04	600005038830	OIL LEAK ON AUXILLARY GE	PAL00766-A Indoor Market	3155083046	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	217.17	600005038858	OUT OF HOURS 03.06.17 17	PAL00766-A Indoor Market	3155083059	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	217.17	600005038860	OUT OF HOURS 04.06.17 16	PAL00766-A Indoor Market	3155083061	KR	1000125785	ACIVICO LTD	
27/07/2017	RC001	J020	A00	4	168.33	600005038880	NO POWER SUPPLY TO THE WA	PAL00766-A Indoor Market	3155083071	KR	1000125785	ACIVICO LTD	
27/09/2017	RC001	J020	A00	6	194.88	600005039601	REFIX DOOR HANDLE	PAL00766-A Indoor Market	3155317729	KR	1000125785	ACIVICO LTD	
27/09/2017	RC001	J020	A00	6	63.47	600005039642	UNIT 123 - BARI BARI - FA	PAL00766-A Indoor Market	3155317749	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J020	A00	8	151.18	600005039827	ENTRANCE BARRIER TO LOADI	PAL00766-A Indoor Market	3155542005	KR	1000125785	ACIVICO LTD	
27/10/2017	RC001	J020	A00	7	143.16	600005039916	ATTEND TO RECTIFY TO UNBL	PAL00766-A Indoor Market	3155431429	KR	1000125785	ACIVICO LTD	
27/10/2017	RC001	J020	A00	7	183.38	600005040039	OUT OF HOURS 09.09.17 08	PAL00766-A Indoor Market	3155431454	KR	1000125785	ACIVICO LTD	
27/10/2017	RC001	J020	A00	7	63.47	600005040115	ATTEND TO FAULTY WATER HE	PAL00766-A Indoor Market	3155431476	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J020	A00	8	222.85	600005040404	OUT OF HOURS 30.09.17 12	PAL00766-A Indoor Market	3155542156	KR	1000125785	ACIVICO LTD	
27/11/2017	RC001	J020	A00	8	64.28	600005040459	4 X COMMERCIAL BOILERSSE	PAL00766-A Indoor Market	3155542178	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J020	A00	10	136.42	600005041283	OUT OF HOURS 25.11.17 09	PAL00766-A Indoor Market	3155760618	KR	1000125785	ACIVICO LTD	
27/03/2018	RC001	J020	A00	12	47.49	600005041571	LIGHTS NOT WORKING ON UNI	PAL00766-A Indoor Market	3156008194	KR	1000125785	ACIVICO LTD	
27/02/2018	RC001	J020	A00	11	2,464.29	600005041579	AIR HANDLING UNIT NOT WOR	PAL00766-A Indoor Market	3155873044	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J020	A00	10	200.88	600005041619	ATTEND TO ELECTRICAL FAUL	PAL00766-A Indoor Market	3155760666	KR	1000125785	ACIVICO LTD	
27/01/2018	RC001	J020	A00	10	206.39	600005041640	LIGHTS OUT ON UNIT 102L	PAL00766-A Indoor Market	3155760668	KR	1000125785	ACIVICO LTD	
27/03/2018	RC001	J020	A00	12	167.12	600005041770	OUT OF HOURS 20.12.17 19	PAL00766-A Indoor Market	3156008221	KR	1000125785	ACIVICO LTD	
27/02/2018	RC001	J020	A00	11	1,450.43	600005041816	ATTEND TO BLOCKED DRAIN	PAL00766-A Indoor Market	3155873072	KR	1000125785	ACIVICO LTD	
31/03/2018	RC001	J020	A00	12	135.00	600005042873	ACD18Y/E-022-PMO ACCRUALS	ACD18Y/E-022-600005042873-AIR HANDLING UNIT, NORTH	50006895	A5			
07/04/2017	RC001	J020	A00	1	-281.25	600006028590	ACD17YE-261	ACD17 Y/E-0261-600006028590-REPAIR MATTED HEAVY D	50006842	A5			
27/04/2017	RC001	J020	A00	1	439.54	600006028590	REPAIR MATTED HEAVY DUTY	PAL00766-A Indoor Market	3154736083	KR	1000125785	ACIVICO LTD	
27/05/2017	RC001	J020	A00	2	5,175.15	600006029826	FOLLOW ON TO CINS068052 -	PAL00766-A Indoor Market	3154846355	KR	1000125785	ACIVICO LTD	
27/10/2017	RC001	J020	A00	7	160.18	600006032644	REPAIR BROKEN TAP	PAL00766-A Indoor Market	3155431905	KR	1000125785	ACIVICO LTD	
		J020			13,694.50								

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20/04/2017	RC001	J030	A00	1	63.80	PAYVR 11033612	CITY ELECTRICAL 13A 2 Gang Metalclad Socke	3154698178	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-63.80	AMENDMENT	CITY ELECTRICAL 13A 2 Gang Metalclad Socke split	10241048	A1		
20/04/2017	RC001	J030	A00	1	7.69	PAYVR 11033612	CITY ELECTRICAL 125A HRC Fuse	3154698178	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-7.69	AMENDMENT	CITY ELECTRICAL 125A HRC Fuse - split	10241048	A1		
26/02/2018	RC001	J030	A00	11	23.83	AMENDMENT	city electrical 1/3 split	10241048	A1		
03/07/2017	RC001	J030	A00	4	14.53	PAYVR 11033612	CITY ELECTRICAL Connexs 16A 5P 415V Couple	3154978399	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-14.53	AMENDMENT	CITY ELECTRICAL Connexs 16A 5P 415V Couple	10241048	A1		
03/07/2017	RC001	J030	A00	4	16.09	PAYVR 11033612	CITY ELECTRICAL Arrow R1100K Rivet Tool Ki	3154978399	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-16.09	AMENDMENT	CITY ELECTRICAL Arrow R1100K Rivet Tool Ki	10241048	A1		
03/07/2017	RC001	J030	A00	4	2.10	PAYVR 11033612	CITY ELECTRICAL Bi-Metal Hacksaw Blade Jun	3154978399	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-2.10	AMENDMENT	CITY ELECTRICAL Bi-Metal Hacksaw Blade Jun	10241048	A1		
03/07/2017	RC001	J030	A00	4	8.72	PAYVR 11033612	CITY ELECTRICAL Junior Hacksaw	3154978399	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-8.72	AMENDMENT	CITY ELECTRICAL Junior Hacksaw	10241048	A1		
26/02/2018	RC001	J030	A00	11	13.81	AMENDMENT	city electrical 1/3 split	10241048	A1		
06/09/2017	RC001	J030	A00	6	99.50	PAYVR 11033612	CITY ELECTRICAL	3155231067	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-99.50	AMENDMENT	CITY ELECTRICAL	10241048	A1		
26/02/2018	RC001	J030	A00	11	33.17	AMENDMENT	city electrical 1/3 split	10241048	A1		
06/11/2017	RC001	J030	A00	8	19.00	PAYVR 11033612	CITY ELECTRICAL Connexs 32A 3P 240V Wall S	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-19.00	AMENDMENT	CITY ELECTRICAL Connexs 32A 3P 240V Wall S	10241048	A1		
06/11/2017	RC001	J030	A00	8	120.00	PAYVR 11033612	CITY ELECTRICAL 16A 240V 3P IP44 Switched	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-120.00	AMENDMENT	CITY ELECTRICAL 16A 240V 3P IP44 Switched	10241048	A1		
06/11/2017	RC001	J030	A00	8	83.00	PAYVR 11033612	CITY ELECTRICAL 58W T8 5Ft Fusion Triphosp	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-83.00	AMENDMENT	CITY ELECTRICAL 58W T8 5Ft Fusion Triphosp	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 5A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 5A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 3A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 3A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 13A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 13A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 13A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 13A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 5A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 5A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	1.33	PAYVR 11033612	CITY ELECTRICAL 3A Plug Top Fuse	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-1.33	AMENDMENT	CITY ELECTRICAL 3A Plug Top Fuse	10241048	A1		
06/11/2017	RC001	J030	A00	8	99.80	PAYVR 11033612	CITY ELECTRICAL 26W GX24-Q3 4P Fusion Trip	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-99.80	AMENDMENT	CITY ELECTRICAL 26W GX24-Q3 4P Fusion Trip	10241048	A1		
06/11/2017	RC001	J030	A00	8	17.80	PAYVR 11033612	CITY ELECTRICAL 125W Starters	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-17.80	AMENDMENT	CITY ELECTRICAL 125W Starters	10241048	A1		
06/11/2017	RC001	J030	A00	8	67.62	PAYVR 11033612	CITY ELECTRICAL 2 X 58W HF Ballast	3155477959	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-67.62	AMENDMENT	CITY ELECTRICAL 2 X 58W HF Ballast	10241048	A1		
26/02/2018	RC001	J030	A00	11	138.40	AMENDMENT	city electrical 1/3 split	10241048	A1		
08/12/2017	RC001	J030	A00	9	19.90	PAYVR 11033612	CITY ELECTRICAL 2 Gang Surface Box	3155593575	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-19.90	AMENDMENT	CITY ELECTRICAL 2 Gang Surface Box	10241048	A1		
08/12/2017	RC001	J030	A00	9	15.90	PAYVR 11033612	CITY ELECTRICAL 20/24 Tpi Bi-Metal Hack Bl	3155593575	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-15.90	AMENDMENT	CITY ELECTRICAL 20/24 Tpi Bi-Metal Hack Bl	10241048	A1		
08/12/2017	RC001	J030	A00	9	24.70	PAYVR 11033612	CITY ELECTRICAL Omega Double Switched Sock	3155593575	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-24.70	AMENDMENT	CITY ELECTRICAL Omega Double Switched Sock	10241048	A1		
26/02/2018	RC001	J030	A00	11	20.17 60.51	AMENDMENT	city electrical 1/3 split	10241048	A1		
24/01/2018	RC001	J030	A00	10	60.01	PAYVR 11033612	CITY ELECTRICAL 35W/860 G5 1449mm Daylight	3155752427	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
24/01/2018	RC001	J030	A00	10	60.00 120.01	PAYVR 11033612	CITY ELECTRICAL 26W GX24-Q3 4P Fusion Trip	3155752427	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
21/02/2018	RC001	J030	A00	11	4.46	PAYVR 11033612	CITY ELECTRICAL Steel No.10 Jack Chain - 1	3155863369	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
21/02/2018	RC001	J030	A00	11	4.46 8.92	PAYVR 11033612	CITY ELECTRICAL Steel No.10 Jack Chain - 1	3155863369	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
21/02/2018	RC001	J030	A00	11	356.00 356.00	PAYVR 11033612	CITY ELECTRICAL 400W Hpi/E Econ High Bay C	3155863371	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
07/03/2018	RC001	J030	A00	12	75.00	PAYVR 11033612	CITY ELECTRICAL Fusion 35W T5 1449MM Triph	3155921033	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
07/03/2018	RC001	J030	A00	12	62.50 137.50	PAYVR 11033612	CITY ELECTRICAL 21W T5 849mm Fusion Tripho	3155921033	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
08/12/2017	RC001	J030	A00	9	251.88	PAYVR 11033612	DULUX DECORATOR	3155593576	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
26/02/2018	RC001	J030	A00	11	-251.88	AMENDMENT	DULUX DECORATOR	10241048	A1		
26/02/2018	RC001	J030	A00	11	83.96	AMENDMENT	DULUX DECORATOR - 1/3 split	10241048	A1		
07/09/2017	RC001	J030	A00	6	13,809.65	Construction	93877 NEW INDOOR MARKET WATER BOOSTER	3155229635	KR	1000125785	ACIVICO LTD
27/09/2017	RC001	J030	A00	6	1,517.13		93877 NEW INDOO	3155316937	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J030	A00	7	-296.36		93877 NEW INDOO	3155433123	KG	1000125785	ACIVICO LTD
28/04/2017	RC001	J030	A00	1	50.50		LINE CHARGE - INDOOR	5000505131	WE	1000000274	ADT FIRE AND SECURITY PLC
07/07/2017	RC001	J030	A00	4	50.50		LINE CHARGE - INDOOR	5000510901	WE	1000000274	ADT FIRE AND SECURITY PLC
06/10/2017	RC001	J030	A00	7	50.50		LINE CHARGE - INDOOR	5000518387	WE	1000000274	ADT FIRE AND SECURITY PLC
16/11/2017	RC001	J030	A00	8	56.00		REPAIRS TO INTRUDER ALARM	3002183552	RE	1000000274	ADT FIRE AND SECURITY PLC
15/01/2018	RC001	J030	A00	10	50.50		LINE CHARGE - INDOOR	5000526048	WE	1000000274	ADT FIRE AND SECURITY PLC
23/01/2018	RC001	J030	A00	10	2,052.00		ATTENDANCE TO FIRE ALARM SYSTEM	5000526739	WE	1000000274	ADT FIRE AND SECURITY PLC
15/03/2018	RC001	J030	A00	12	190.88		GENUINE ACTIVATION WORK	3002207458	RE	1000000274	ADT FIRE AND SECURITY PLC
15/03/2018	RC001	J030	A00	12	204.00		WORK ON FIRE SYSTEM	3002207511	RE	1000000274	ADT FIRE AND SECURITY PLC
15/03/2018	RC001	J030	A00	12	222.00		CHARGES FOR THE PERIOD 14.05.17-13.05.18	3002207516	RE	1000000274	ADT FIRE AND SECURITY PLC

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31/08/2017	RC001	J030	A00	5	822.24		STAINLESS STEEL WATER TRAP -	5000515344	WE	1000138968	BLUCHER UK LTD
31/08/2017	RC001	J030	A00	5	465.24		STAINLESS STEEL FILTER BASKET	5000515344	WE	1000138968	BLUCHER UK LTD
31/08/2017	RC001	J030	A00	5	1,178.16		STAINLESS STEEL PLAIN MESH GRATE	5000515344	WE	1000138968	BLUCHER UK LTD
31/08/2017	RC001	J030	A00	5	45.00		DELIVERY	5000515344	WE	1000138968	BLUCHER UK LTD
19/12/2017	RC001	J030	A00	9	216.33		INDOOR MARKET BARRIER REPAIR	3002190442	RE	1000001311	DORWINGEAR LTD
13/02/2018	RC001	J030	A00	11	4,771.13		INDOOR MARKET EXIT SHUTTER REPAIR	5000528573	WE	1000001311	DORWINGEAR LTD
21/02/2018	RC001	J030	A00	11	5,528.35		INDOOR MARKET ENTRANCE SHUTTER REPAIR	5000529175	WE	1000001311	DORWINGEAR LTD
31/08/2017	RC001	J030	A00	5	36.35	AMENDMENTS @ PD05	Dorwingeat invoice 159938, PO 4510596970 from RC05	10230072	A1		
09/02/2018	RC001	J030	A00	11	1,111.00		DRAIN REPAIR - INDOOR MARKET	5000528263	WE	1000122929	DRAINTech SERVICES (MIDLANDS) LTD
10/05/2017	RC001	J030	A00	2	3,602.80		COLD ROOM REFURB TO CITY BUTCHERS	5000506132	WE	1000128703	EPTA GEORGE BARKER LTD
23/05/2017	RC001	J030	A00	2	4,731.44		INDOOR MARKET LIFT REPAIR	5000507174	WE	1000048700	OTIS LTD
06/07/2017	RC001	J030	A00	4	1,364.00		INDOOR MARKET LIFT REPAIR - BRQ189905	5000510855	WE	1000048700	OTIS LTD
20/07/2017	RC001	J030	A00	4	2,273.60		LH LIFT REPAIR - BRQ164465	5000511936	WE	1000048700	OTIS LTD
11/09/2017	RC001	J030	A00	6	7,860.20		ANNUAL MAINTENANCE - 01281663	5000516148	WE	1000048700	OTIS LTD
28/09/2017	RC001	J030	A00	6	6,446.12		LH LIFT REPAIRS - Q00228846	5000517656	WE	1000048700	OTIS LTD
28/09/2017	RC001	J030	A00	6	5,029.30		LH LIFT REPAIRS - Q00219070	5000517659	WE	1000048700	OTIS LTD
28/09/2017	RC001	J030	A00	6	6,446.12		RH LIFT REPAIR - Q00228847	5000517658	WE	1000048700	OTIS LTD
28/09/2017	RC001	J030	A00	6	5,029.30		RH LIFT REPAIRS - Q00219071	5000517660	WE	1000048700	OTIS LTD
15/12/2017	RC001	J030	A00	9	6,446.12		RH LIFT REPAIR NEW SUSPENSION ROPES	5000524204	WE	1000048700	OTIS LTD
15/12/2017	RC001	J030	A00	9	6,446.12		LH LIFT REPAIR NEW SUSPENSION ROPES	5000524205	WE	1000048700	OTIS LTD
05/01/2018	RC001	J030	A00	10	485.37		PIT EQUIPMENT REPAIRS - W6652 CQ3HB1	3002192825	RE	1000048700	OTIS LTD
19/01/2018	RC001	J030	A00	10	2,789.00		REPAIRS TO DOCK LEVELLER - LIFTS	5000526518	WE	1000048700	OTIS LTD
19/01/2018	RC001	J030	A00	10	7,708.00		RH LIFT REPAIR TO CAR FLOOR DOOR TRACK	5000526519	WE	1000048700	OTIS LTD
30/01/2018	RC001	J030	A00	10	685.29		REPAIRS TO CAR DOOR/GATE EQUIPMENT	3002198337	RE	1000048700	OTIS LTD
13/02/2018	RC001	J030	A00	11	3,012.00		DOCK LEVELLER REPAIRS - ELECTRICAL	5000528480	WE	1000048700	OTIS LTD
13/03/2018	RC001	J030	A00	12	7,708.00		LH LIFT REPAIR TO CAR FLOOR DOOR TRACK	5000530910	WE	1000048700	OTIS LTD
07/06/2017	RC001	J030	A00	3	85.00		REPAIR TO CAMERA 2	3002144899	RE	1000129970	WATCH SYSTEMS LTD
14/08/2017	RC001	J030	A00	5	85.00		REPLACED FAULTY CAMERA 12	3002161906	RE	1000129970	WATCH SYSTEMS LTD
14/08/2017	RC001	J030	A00	5	119.00		FAULTY CAMERAS	3002161909	RE	1000129970	WATCH SYSTEMS LTD
14/08/2017	RC001	J030	A00	5	85.00		SYSTEM FAILURE	3002161921	RE	1000129970	WATCH SYSTEMS LTD
19/09/2017	RC001	J030	A00	6	85.00		REPAIRS TO CAMERA 2 - INDOOR	3002170070	RE	1000129970	WATCH SYSTEMS LTD
28/11/2017	RC001	J030	A00	8	85.00		USB CABLE DAMAGE	3002185634	RE	1000129970	WATCH SYSTEMS LTD
01/02/2018	RC001	J030	A00	11	102.00		RELOCATION 2 X MONITORS - SECURITY ROOM	3002199004	RE	1000129970	WATCH SYSTEMS LTD
01/02/2018	RC001	J030	A00	11	85.00		NVR LOG IN AFTER POWER DOWN	3002199005	RE	1000129970	WATCH SYSTEMS LTD
26/02/2018	RC001	J030	A00	11	28.33	CLEARING RC008	From RC008-1/3 PO 4510620688 Watch Systems-CCTV ac	10241055	A1		
21/03/2018	RC001	J030	A00	12	102.00		REPAIR TO MONITOR	3002208939	RE	1000129970	WATCH SYSTEMS LTD
21/03/2018	RC001	J030	A00	12	85.00		WORK ON HIKVISION SYSTEM	3002209091	RE	1000129970	WATCH SYSTEMS LTD
		J030			112,075.98						
26/05/2017	RC001	J200	A00	2	19,256.14	PAYVR	Indoor Market	3154843546	YY	1000103291	EDF ENERGY 1 LTD
26/05/2017	RC001	J200	A00	2	25.54	PAYVR	Indoor Market	3154843546	YY	1000103291	EDF ENERGY 1 LTD
26/07/2017	RC001	J200	A00	4	21,620.67	PAYVR	Indoor Market	3155081418	YY	1000103291	EDF ENERGY 1 LTD
01/08/2017	RC001	J200	A00	5	20,657.18	PAYVR	Indoor Market	3155116367	YY	1000103291	EDF ENERGY 1 LTD
01/08/2017	RC001	J200	A00	5	-224.95	PAYVR	Indoor Market	3155116367	YY	1000103291	EDF ENERGY 1 LTD
21/08/2017	RC001	J200	A00	5	21,768.72	PAYVR	Indoor Market	3155183867	YY	1000103291	EDF ENERGY 1 LTD
21/08/2017	RC001	J200	A00	5	79.41	PAYVR	Indoor Market	3155183867	YY	1000103291	EDF ENERGY 1 LTD
18/09/2017	RC001	J200	A00	6	20,907.69	PAYVR	Indoor Market	3155277383	YY	1000103291	EDF ENERGY 1 LTD
21/11/2017	RC001	J200	A00	8	18,688.06	PAYVR	Indoor Market	3155531660	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	20,024.74	PAYVR	Indoor Market	3155863573	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	18,942.49	PAYVR	Indoor Market	3155863574	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	17,776.42	PAYVR	Indoor Market	3155863975	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	64.54	PAYVR	Indoor Market	3155863975	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	20,173.11	PAYVR	Indoor Market	3155864422	YY	1000103291	EDF ENERGY 1 LTD
21/02/2018	RC001	J200	A00	11	36.36	PAYVR	Indoor Market	3155864422	YY	1000103291	EDF ENERGY 1 LTD
31/03/2018	RC001	J200	A00	12	19,445.70	ACCRUAL TO FORECAST	MKT-EDF-February 2018 - as per file details	30012391	AK		
31/03/2018	RC001	J200	A00	12	20,209.47	ACCRUAL TO FORECAST	MKT-EDF-March 2018 - estimate based on Jan 18	30012391	AK		
		J200			239,451.29		-27,653.29 Income netted off				
07/04/2017	RC001	J210	A00	1	-2,800.00	ACCRUAL TO FORECAST	MKT-Corona - March 2017 (Estimated)	30011135	AK		
21/04/2017	RC001	J210	A00	1	2,371.20	PAYVR	Indoor Market	3154699004	YY	1000071249	CORONA ENERGY
30/06/2017	RC001	J210	A00	3	1,061.07	PAYVR	Indoor Market	3154973583	YY	1000071249	CORONA ENERGY
30/06/2017	RC001	J210	A00	3	799.97	PAYVR	Indoor Market	3154974546	YY	1000071249	CORONA ENERGY
04/08/2017	RC001	J210	A00	5	547.98	PAYVR	Indoor Market	3155123443	YY	1000071249	CORONA ENERGY
29/08/2017	RC001	J210	A00	5	552.06	PAYVR	Indoor Market	3155215787	YY	1000071249	CORONA ENERGY
01/02/2018	RC001	J210	A00	11	705.26	PAYVR	Indoor Market	3155795266	YY	1000071249	CORONA ENERGY
01/02/2018	RC001	J210	A00	11	784.42	PAYVR	Indoor Market	3155795270	YY	1000071249	CORONA ENERGY
01/02/2018	RC001	J210	A00	11	1,096.64	PAYVR	Indoor Market	3155795272	YY	1000071249	CORONA ENERGY
01/02/2018	RC001	J210	A00	11	1,364.69	PAYVR	Indoor Market	3155795268	YY	1000071249	CORONA ENERGY
01/02/2018	RC001	J210	A00	11	1,982.10	PAYVR	Indoor Market	3155795269	YY	1000071249	CORONA ENERGY
28/02/2018	RC001	J210	A00	11	2,490.46	PAYVR	Indoor Market	3155904132	YY	1000071249	CORONA ENERGY
28/03/2018	RC001	J210	A00	12	2,724.63	PAYVR	Indoor Market	3156013095	YY	1000071249	CORONA ENERGY
31/03/2018	RC001	J210	A00	12	2,800.00	ACCRUAL TO FORECAST	MKT-Corona-Estimate March 2018	30012391	AK		
		J210			16,480.48		-131.48 Income netted off				

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27/04/2017	RC001	J260	A00	1	1,822.89	YEARLY NDR BILLS	6005686388	122033467	TR			
27/04/2017	RC001	J260	A00	1	5,132.29	YEARLY NDR BILLS	6005688533	122033470	TR			
27/04/2017	RC001	J260	A00	1	2,733.36	YEARLY NDR BILLS	6005688328	122033472	TR			
27/04/2017	RC001	J260	A00	1	3,323.06	YEARLY NDR BILLS	6004630157	122033474	TR			
27/04/2017	RC001	J260	A00	1	1,447.03	YEARLY NDR BILLS	6005552629	122033477	TR			
27/04/2017	RC001	J260	A00	1	1,710.60	YEARLY NDR BILLS	6005686935	122033469	TR			
27/04/2017	RC001	J260	A00	1	1,347.75	YEARLY NDR BILLS	6005070740	122033476	TR			
27/04/2017	RC001	J260	A00	1	1,984.25	YEARLY NDR BILLS	6005601938	122033479	TR			
27/04/2017	RC001	J260	A00	1	1,769.75	YEARLY NDR BILLS	6005687392	122033468	TR			
27/04/2017	RC001	J260	A00	1	3,109.21	YEARLY NDR BILLS	6005686128	122033471	TR			
27/04/2017	RC001	J260	A00	1	85.53	YEARLY NDR BILLS	6004633769	122033473	TR			
27/04/2017	RC001	J260	A00	1	2,305.67	YEARLY NDR BILLS	6004629183	122033475	TR			
27/04/2017	RC001	J260	A00	1	1,500.82	YEARLY NDR BILLS	6005323528	122033478	TR			
27/04/2017	RC001	J260	A00	1	6,282.53	YEARLY NDR BILLS	6005633163	122033480	TR			
27/04/2017	RC001	J260	A00	1	264.37	YEARLY NDR BILLS	6004633747	122033482	TR			
22/06/2017	RC001	J260	A00	3	919.29	NDR BILLS JUNE	6005687427	122422139	TR			
28/07/2017	RC001	J260	A00	4	44.37	NDR BID BILLS	6004862677	122666824	TR			
28/07/2017	RC001	J260	A00	4	962.29	NDR BID BILLS	6005687176	122666827	TR			
28/07/2017	RC001	J260	A00	4	1,753.52	NDR BID BILLS	6005691898	122666830	TR			
28/07/2017	RC001	J260	A00	4	1,403.60	NDR BID BILLS	6005693714	122666833	TR			
28/07/2017	RC001	J260	A00	4	1,403.60	NDR BID BILLS	6005693725	122666836	TR			
28/07/2017	RC001	J260	A00	4	515.26	NDR BID BILLS	6005686935	122666826	TR			
28/07/2017	RC001	J260	A00	4	2,519.51	NDR BID BILLS	6005687176	122666829	TR			
28/07/2017	RC001	J260	A00	4	1,392.00	NDR BID BILLS	6005693714	122666832	TR			
28/07/2017	RC001	J260	A00	4	264.00	NDR BID BILLS	6005686935	122666825	TR			
28/07/2017	RC001	J260	A00	4	2,335.90	NDR BID BILLS	6005687176	122666828	TR			
28/07/2017	RC001	J260	A00	4	2,519.51	NDR BID BILLS	6005691898	122666831	TR			
28/07/2017	RC001	J260	A00	4	1,503.26	NDR BID BILLS	6005693714	122666834	TR			
28/07/2017	RC001	J260	A00	4	1,503.26	NDR BID BILLS	6005693725	122666837	TR			
28/07/2017	RC001	J260	A00	4	1,392.00	NDR BID BILLS	6005693725	122666835	TR			
28/07/2017	RC001	J260	A00	4	24,000.00	NDR BID BILLS	7000152571	122666867	TR			
28/07/2017	RC001	J260	A00	4	24,480.00	NDR BID BILLS	7000152571	122666868	TR			
12/09/2017	RC001	J260	A00	6	-28.85	NDR WRO AUG17	Store 122 Birmingham Indoor Market, Edgbaston Stre	10230319	A1			
12/09/2017	RC001	J260	A00	6	-74.05	NDR WRO AUG17	Store 10m, Birmingham Indoor Market, Edgbaston Str	10230319	A1			
12/09/2017	RC001	J260	A00	6	-929.32	NDR WRO AUG17	Stall 124, Birmingham Indoor Market, Edgbaston Str	10230319	A1			
30/10/2017	RC001	J260	A00	7	-102,698.26	AMENDMENT	Business rates for void units P1 - P6 MOVE TO L99	10233102	A1			
01/11/2017	RC001	J260	A00	8	-1,906.80	NDR WRO OCT 17	6005687392	10233751	A1			
01/11/2017	RC001	J260	A00	8	-8,756.05	NDR WRO OCT 17	6005688533	10233751	A1			
01/11/2017	RC001	J260	A00	8	-4,066.86	NDR WRO OCT 17	6005693725	10233751	A1			
01/11/2017	RC001	J260	A00	8	-636.17	NDR WRO OCT 17	6004890355	10233751	A1			
07/02/2018	RC001	J260	A00	11	1,246.15	NDR BILLS FEB 18	Stall 58, Birmingham Indoor Market	123901865	TR			
26/02/2018	RC001	J260	A00	11	1,906.80	AMENDMENT	NDR WRO OCT 17 to L99	10241048	A1			
26/02/2018	RC001	J260	A00	11	8,756.05	AMENDMENT	NDR WRO OCT 17 to L99	10241048	A1			
26/02/2018	RC001	J260	A00	11	4,066.86	AMENDMENT	NDR WRO OCT 17 to L99	10241048	A1			
26/02/2018	RC001	J260	A00	11	636.17	AMENDMENT	NDR WRO OCT 17 to L99	10241048	A1			
26/02/2018	RC001	J260	A00	11	-1,246.15	AMENDMENT	NDR BILLS FEB 18 to L99	10241048	A1			
31/03/2018	RC001	J260	A00	12	-636.17	NDR WRO	6004890355 Stall 112, Birmingham Indoor Market, Ed	10243738	A1			
31/03/2018	RC001	J260	A00	12	636.17	Indoor Rates Mis-codes	Void units to L99 Fund	10243815	A1			
07/04/2017	RC001	J280	A00	1	-1,101.04	ACCRUAL TO FORECAST	MKT-Severn Trent - Arrears shown as per invoice	30011135	AK			
07/04/2017	RC001	J280	A00	1	-900.00	ACCRUAL TO FORECAST	MKT-Severn Trent - Mar 2017 (Estimated)	30011135	AK			
07/04/2017	RC001	J280	A00	1	-900.00	ACCRUAL TO FORECAST	MKT-Severn Trent - Feb 2017 (Estimated)	30011135	AK			
07/04/2017	RC001	J280	A00	1	-900.00	ACCRUAL TO FORECAST	MKT-Severn Trent - Jan 2017 (Estimated)	30011135	AK			
07/04/2017	RC001	J280	A00	1	-900.00	ACCRUAL TO FORECAST	MKT-Severn Trent - Dec 2016 (Estimated)	30011135	AK			
07/04/2017	RC001	J280	A00	1	-900.00	ACCRUAL TO FORECAST	MKT-Severn Trent - Nov 2016 (Estimated)	30011135	AK			
19/04/2017	RC001	J280	A00	1	484.96			3154696677	KR	1000002128	SEVERN TRENT WATER LTD	
02/05/2017	RC001	J280	A00	2	1,118.22			3154740855	KR	1000002128	SEVERN TRENT WATER LTD	
04/07/2017	RC001	J280	A00	4	398.97			3155009303	KR	1000002128	SEVERN TRENT WATER LTD	
03/08/2017	RC001	J280	A00	5	335.30			3155137789	KR	1000002128	SEVERN TRENT WATER LTD	
11/09/2017	RC001	J280	A00	6	295.62			3155269452	KR	1000139542	WATER PLUS LTD	
26/09/2017	RC001	J280	A00	6	245.39	AMENDMENT	severn trent water from MC70	10230937	A1			
31/10/2017	RC001	J280	A00	7	620.24	AMENDMENT	P4 MOVE FROM L750 TO J280 SEVERN TRENT WATER	10233522	A1			
07/11/2017	RC001	J280	A00	8	316.00			3155482028	KR	1000139542	WATER PLUS LTD	
07/11/2017	RC001	J280	A00	8	305.82			3155482030	KR	1000139542	WATER PLUS LTD	
15/03/2018	RC001	J280	A00	12	1,804.90			3155955811	KR	1000139542	WATER PLUS LTD	
31/03/2018	RC001	J280	A00	12	500.00	ACCRUAL TO FORECAST	MKT-Water Plus Ltd-Estimate March 2018	30012391	AK			
31/03/2018	RC001	J280	A00	12	2,577.16	ACCRUAL TO FORECAST	MKT-Water Plus Ltd-Arrears as shown on invoice	30012391	AK			
		J280			3,401.54		41.46 Income netted off					

PREMISES - 2017/2018

APPENDIX 5

24/04/2017	RC001	J310	A00	1	143.00	PAYVR 11033612	DRAINTECH SERVIC	3154729199	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
22/05/2017	RC001	J310	A00	2	154.00	PAYVR 11033612	DRAINTECH SERVIC	3154834571	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
25/05/2017	RC001	J310	A00	2	154.00	PAYVR 11033612	DRAINTECH SERVIC	3154843606	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
08/08/2017	RC001	J310	A00	5	184.80	PAYVR 11033612	DRAINTECH SERVIC	3155131224	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
28/09/2017	RC001	J310	A00	6	220.00	PAYVR 11033612	DRAINTECH SERVIC	3155321934	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
23/10/2017	RC001	J310	A00	7	154.00	PAYVR 11033612	DRAINTECH SERVIC	3155398164	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
23/10/2017	RC001	J310	A00	7	154.00	PAYVR 11033612	DRAINTECH SERVIC	3155398165	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
06/11/2017	RC001	J310	A00	8	154.00 184.80	PAYVR 11033612	DRAINTECH SERVIC	3155477960	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
27/12/2017	RC001	J310	A00	9	154.00 184.80	PAYVR 11033612	DRAINTECH SERVIC	3155654193	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
03/01/2018	RC001	J310	A00	10	154.00 184.80	PAYVR 11033612	DRAINTECH SERVIC	3155691988	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
18/01/2018	RC001	J310	A00	10	154.00 184.80	PAYVR 11033612	DRAINTECH SERVIC	3155743288	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
18/01/2018	RC001	J310	A00	10	127.40 152.88	PAYVR 11033612	DRAINTECH SERVIC	3155743289	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
21/02/2018	RC001	J310	A00	11	183.50 220.20	PAYVR 11033612	DRAINTECH SERVIC	3155863370	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
		J310			2,090.70						

PREMISES - 2017/2018

APPENDIX 5

22/05/2017	RC001	J500	A00	2	220.00	PAYVR 11033612	BIRMINGHAM DRAIN	3154834572	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
22/05/2017	RC001	J500	A00	2	220.00	PAYVR 11033612	BIRMINGHAM DRAIN	3154834573	YY	1000031348	NATIONAL WESTMINSTER BANK D/D
12/04/2017	RC001	J500	A00	1	65.59		Liquid Hand Cleaner 800ml	3002133864	RE	1000035732	NOBISCO LTD
07/06/2017	RC001	J500	A00	3	65.59		Liquid Hand Cleaner 800ml	3002145049	RE	1000035732	NOBISCO LTD
13/06/2017	RC001	J500	A00	3	152.44		Tork Advanced Hand Towel Roll - Blue 150	3002146052	RE	1000035732	NOBISCO LTD
07/12/2017	RC001	J500	A00	9	65.59		Liquid Hand Cleaner 800ml	3002187279	RE	1000035732	NOBISCO LTD
31/03/2018	RC001	J500	A00	12	591.26	AMENDMENTS	From LOJ0 - PO.4510598711 Nobisco Toilet Rolls	10243547	A1		
31/03/2018	RC001	J500	A00	12	591.26	AMENDMENTS	From LOJ0 - PO.4510608872 Nobisco Toilet Rolls	10243547	A1		
31/03/2018	RC001	J500	A00	12	591.26	AMENDMENTS	From LOJ0 - PO. 4510619773 Nobisco Toilet Rolls	10243547	A1		
31/03/2018	RC001	J500	A00	12	591.26	AMENDMENTS	From LOJ0 - PO. 4510630102 Nobisco Toilet Rolls	10243547	A1		
		J500			3,154.25						
27/07/2017	RC001	J510	A00	4	79,695.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155082640	KR	1000125785	ACIVICO LTD
27/07/2017	RC001	J510	A00	4	1,092.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155082641	KR	1000125785	ACIVICO LTD
07/09/2017	RC001	J510	A00	6	21,754.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155229897	KR	1000125785	ACIVICO LTD
07/09/2017	RC001	J510	A00	6	273.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155229898	KR	1000125785	ACIVICO LTD
27/09/2017	RC001	J510	A00	6	20,290.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155317267	KR	1000125785	ACIVICO LTD
27/09/2017	RC001	J510	A00	6	273.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155317268	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J510	A00	7	20,290.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155431014	KR	1000125785	ACIVICO LTD
27/10/2017	RC001	J510	A00	7	273.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155431015	KR	1000125785	ACIVICO LTD
27/11/2017	RC001	J510	A00	8	20,289.67	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155541667	KR	1000125785	ACIVICO LTD
27/11/2017	RC001	J510	A00	8	273.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155541668	KR	1000125785	ACIVICO LTD
27/12/2017	RC001	J510	A00	9	20,290.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155652097	KR	1000125785	ACIVICO LTD
27/12/2017	RC001	J510	A00	9	273.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155652098	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J510	A00	11	60,870.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155872725	KR	1000125785	ACIVICO LTD
27/02/2018	RC001	J510	A00	11	819.00	1718 Markets Cleaning Cha	Building Cleaning - Acivico Limited	3155872726	KR	1000125785	ACIVICO LTD
29/03/2018	RC001	J510	A00	12	8,663.58	AMENDMENTS/ALLOCATIONS	From RC049 - Polystyrene Collection - 1/3	10243435	A1		
		J510			255,418.25						
31/12/2017	RC001	J55R	A00	9	41,398.84	PEST CTRL CONTRACT 17.18	Pest Ctrl Contract 1718-Indoor Mkt	8400001050	BA		
27/02/2018	RC001	J55R	A00	11	280.00	CLEAROUT	WK8915021 - Unit 24, Wholesale Markets - Gritting	8400001089	BA		
27/02/2018	RC001	J55R	A00	11	1,840.00	CLEAROUT	WK8915045 - Wholesale Fish Market - Gritting. Fao	8400001089	BA		
27/02/2018	RC001	J55R	A00	11	280.00	CLEAROUT	WK8915082 - Wholesale Fish Market - Cleaning. Fao	8400001089	BA		
27/02/2018	RC001	J55R	A00	11	120.00	CLEAROUT	Wholesale Fish Market. Fao Peter Elson	8400001092	BA		
27/02/2018	RC001	J55R	A00	11	290.00	CLEAROUT	WK8934380, Wholesale Poultry, Mezzanine, Raj King	8400001096	BA		
27/02/2018	RC001	J55R	A00	11	195.00	CLEAROUT	WK8934485, Wholesale Fish Market, Raj King, Café	8400001096	BA		
28/02/2018	RC001	J55R	A00	11	120.00	CLEAROUTS	WK8915088 - Wholesale Fish Market. Fao Pete Elso	8400001113	BA		
		J55R			44,523.84						
22/09/2017	RC001	J600	A00	6	18,577.48		INSURANCE PREMIUMS RECOVERED	5000517173	WE	1000121325	WORKMAN LLP
		J600			18,577.48						
26/05/2017	RC001	JRRR	A00	2	664.07	REF COLL APR17	Ref Coll-Indoor Mkt costs Apr17	8400000957	BA		
26/05/2017	RC001	JRRR	A00	2	4,768.00	REF COLL APR17	Ref Coll-Indoor Mkt Compactor Collections Apr17	8400000957	BA		
21/08/2017	RC001	JRRR	A00	5	1,992.21	REF COLL MAY-JUL17	Ref Coll-Indoor Market Costs - May-Jul17	8400000994	BA		
21/08/2017	RC001	JRRR	A00	5	14,900.00	REF COLL MAY-JUL17	Ref Coll-Indoor Mkt Compactor Collects May-July17	8400000994	BA		
23/10/2017	RC001	JRRR	A00	7	1,494.16	REF COLL AUG-SEP17	Ref Coll-Indoor Market Costs - Aug-Sep17	8400001023	BA		
23/10/2017	RC001	JRRR	A00	7	10,132.00	REF COLL AUG-SEP17	Ref Coll-Indoor Mkt Compactor Collects Aug-Sep17	8400001023	BA		
21/11/2017	RC001	JRRR	A00	8	664.07	REF COLL OCT17	Ref Coll-Indoor Market Costs - Oct17	8400001038	BA		
21/11/2017	RC001	JRRR	A00	8	4,768.00	REF COLL OCT17	Ref Coll-Indoor Mkt Compactor Collects Oct17	8400001038	BA		
26/01/2018	RC001	JRRR	A00	10	10,792.00	REF COLL NOV/DEC 17	Ref Coll-Indoor Mkt Compactor Collects Nov-Dec17	8400001059	BA		
26/01/2018	RC001	JRRR	A00	10	1,328.14	REF COLL NOV/DEC 17	Ref Coll-Indoor Market Costs - Nov-Dec17	8400001059	BA		
27/02/2018	RC001	JRRR	A00	11	1,992.21	REF COLL JAN/MAR 18	Ref Coll-Indoor Market Costs - Jan-Mar18	8400001087	BA		
27/02/2018	RC001	JRRR	A00	11	14,900.00	REF COLL JAN/MAR 18	Ref Coll-Indoor Mkt Compactor Collects Jan-Mar18	8400001087	BA		
		JRRR			68,394.86						
					866,059.98 0.00						
					-27,653.00	electric income					
					-131.00	Gas Income					
					-3,443.00	Water Income					
					834,832.98						

SUPPLIES AND SERVICES 2017/2018

APPENDIX 6

07/06/2017	RC001	LOJO	A00	3	591.26	Toilet Roll 2ply 125M Versatwin SOCIUS 2	3002145049	RE	1000035732	NOBISCO LTD	485375
25/08/2017	RC001	LOJO	A00	5	591.26	Toilet Roll 2ply 125M Versatwin SOCIUS 2	3002165251	RE	1000035732	NOBISCO LTD	496796
07/12/2017	RC001	LOJO	A00	9	591.26	Toilet Roll 2ply 125M Versatwin SOCIUS 2	3002187279	RE	1000035732	NOBISCO LTD	512222
15/03/2018	RC001	LOJO	A00	12	591.26	Toilet Roll 2ply 125M Versatwin SOCIUS 2	5000531288	WE	1000035732	NOBISCO LTD	TILLY MULLEN
31/03/2018	RC001	LOJO	A00	12	-2,365.04	AMENDMENTS Clearing Nosbisco to J500	10243547	A1			LT 3-0231
		LOJO			0.00						
27/04/2017	RC001	L100	A00	1	-2,769.38	RECONSTRUCT BREA Credit relating to previous year	3154735863	KG	1000125785	ACIVICO LTD	9600146376
27/04/2017	RC001	L100	A00	1	-1,248.64	REPLACE COUNTER A Credit relating to previous year	3154735865	KG	1000125785	ACIVICO LTD	9600146378
19/04/2017	RC001	L100	A00	1	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	58.59	PAYVR 13 x SS (Sanitact Unit Stand) @ 52vpa = £4.51/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3154696736	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323608
19/04/2017	RC001	L100	A00	1	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3154696773	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323646
19/04/2017	RC001	L100	A00	1	6.76	PAYVR 3 x SS (Sanitact Unit Standa) @ 26vpa = £2.25/unit	3154696773	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32323646
30/05/2017	RC001	L100	A00	2	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	58.59	PAYVR 13 x SS (Sanitact Unit Stand) @ 52vpa = £4.51/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3154852571	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353207
30/05/2017	RC001	L100	A00	2	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3154852609	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353245
30/05/2017	RC001	L100	A00	2	6.76	PAYVR 3 x SS (Sanitact Unit Standa) @ 26vpa = £2.25/unit	3154852609	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32353245
01/07/2017	RC001	L100	A00	4	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	58.59	PAYVR 13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3154978071	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385709
01/07/2017	RC001	L100	A00	4	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3154978109	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385747
01/07/2017	RC001	L100	A00	4	6.76	PAYVR 3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3154978109	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32385747
25/07/2017	RC001	L100	A00	4	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	58.59	PAYVR 13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155086048	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417180
25/07/2017	RC001	L100	A00	4	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155086086	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417218
25/07/2017	RC001	L100	A00	4	6.76	PAYVR 3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155086086	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32417218
23/08/2017	RC001	L100	A00	5	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	58.59	PAYVR 13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155219893	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447638
23/08/2017	RC001	L100	A00	5	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155219930	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447676
23/08/2017	RC001	L100	A00	5	6.76	PAYVR 3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155219930	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32447676
20/09/2017	RC001	L100	A00	6	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	6.24	PAYVR 1 x DC1 (Dual Column Steel Me) @ 8vpa = £6.24/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	58.59	PAYVR 13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155285128	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478309
20/09/2017	RC001	L100	A00	6	0.61	PAYVR 1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155285188	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478347
20/09/2017	RC001	L100	A00	6	6.76	PAYVR 3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155285188	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32478347
25/10/2017	RC001	L100	A00	7	23.36	PAYVR 7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	43.68	PAYVR 4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	6.24	PAYVR 1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	252.00	PAYVR 16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	8.45	PAYVR 2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	58.59	PAYVR 13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319
25/10/2017	RC001	L100	A00	7	33.28	PAYVR 4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155440228	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511319

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25/10/2017	RC001	L100	A00	7	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155440285	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511357
25/10/2017	RC001	L100	A00	7	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155440285	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32511357
23/11/2017	RC001	L100	A00	8	23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	43.68 PAYVR	4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	6.24 PAYVR	1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155540376	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540845
23/11/2017	RC001	L100	A00	8	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155540413	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540883
23/11/2017	RC001	L100	A00	8	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155540413	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32540883
01/01/2018	RC001	L100	A00	10	23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	43.68 PAYVR	4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	6.24 PAYVR	1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155698051	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572860
01/01/2018	RC001	L100	A00	10	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155698089	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572897
01/01/2018	RC001	L100	A00	10	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155698089	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32572897
24/01/2018	RC001	L100	A00	10	23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	43.68 PAYVR	4 x 668304 (Signature Dual S) @ 12vpa (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	6.24 PAYVR	1 x AV1 (Vending Dual White Metal) (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Whi) (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa (PartPeriod)	3155755080	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602874
24/01/2018	RC001	L100	A00	10	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) (PartPeriod)	3155755117	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602911
24/01/2018	RC001	L100	A00	10	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa (PartPeriod)	3155755117	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32602911
21/02/2018	RC001	L100	A00	11	23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	43.68 PAYVR	4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	6.24 PAYVR	1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155867460	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632448
21/02/2018	RC001	L100	A00	11	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155867497	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632485
21/02/2018	RC001	L100	A00	11	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155867497	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32632485
21/03/2018	RC001	L100	A00	12	23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	43.68 PAYVR	4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	6.24 PAYVR	1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155973589	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	0.61 PAYVR	1 x 255 (Initial Centrefeed Disp - W) = £0.61/unit	3155973626	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665044
21/03/2018	RC001	L100	A00	12	6.76 PAYVR	3 x SS (Standard FHU Manual) @ 26vpa = £2.25/unit	3155973626	YQ	1000120580	INITIAL WASHROOM SOLUTIONS	32665044
21/03/2018	RC001	L100	A00	12	-23.36 PAYVR	7 x 568300 (Signature Air Fre) @ 6vpa = £3.34/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-43.68 PAYVR	4 x 668304 (Signature Dual) @ 12vpa = £10.92/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-6.24 PAYVR	1 x AV1 (Vending Dual White Metal) = £6.24/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-252.00 PAYVR	16 x DAW8 (Dyson Airblade V AB08 Wh) = £15.75/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-8.45 PAYVR	2 x N (Nappy Unit Manual Whi) @ 26vpa = £4.22/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-58.59 PAYVR	13 x SS (Standard FHU Manual) @ 52vpa = £4.51/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
21/03/2018	RC001	L100	A00	12	-33.28 PAYVR	4 x WMP (Water Management Sys) @ 1vpa = £8.32/unit	3155974771	KI	1000120580	INITIAL WASHROOM SOLUTIONS	32665007
06/04/2017	RC001	L100	A00	1	22.60 PAYVR 11033612	SETON	3154646163	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0604201737999
20/04/2017	RC001	L100	A00	1	406.80 PAYVR 11033612	SETON	3154698179	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2004201738963
07/03/2018	RC001	L100	A00	12	78.50 PAYVR 11033612	SETON	3155921031	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0703201890578
03/05/2017	RC001	L100	A00	2	51.98 PAYVR 11033612	BHAM LOCKSMITHS	3154744425	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0305201741526
19/05/2017	RC001	L100	A00	2	12.58 PAYVR 11033612	BHAM LOCKSMITHS	3154804312	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	1905201709411
18/07/2017	RC001	L100	A00	4	50.00 PAYVR 11033612	BHAM LOCKSMITHS	3155065725	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	1807201799157
01/08/2017	RC001	L100	A00	5	24.25 PAYVR 11033612	BHAM LOCKSMITHS	3155119048	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	3107201750471
26/02/2018	RC001	L100	A00	11	-24.25 AMENDMENT	BHAM LOCKSMITHS	10241048	A1			LT 3-0231
26/02/2018	RC001	L100	A00	11	8.09 AMENDMENT	BHAM LOCKSMITHS - 1/3 split	10241048	A1			LT 3-0231
06/11/2017	RC001	L100	A00	8	8.25 PAYVR 11033612	BHAM LOCKSMITHS	3155477957	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0611201742010
06/11/2017	RC001	L100	A00	8	56.80 PAYVR 11033612	BHAM LOCKSMITHS	3155477958	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0611201779274
03/01/2018	RC001	L100	A00	10	183.77 PAYVR 11033612	BHAM LOCKSMITHS	3155691987	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0301201860495
06/02/2018	RC001	L100	A00	11	92.92 PAYVR 11033612	BHAM LOCKSMITHS	3155805132	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0602201820060
21/02/2018	RC001	L100	A00	11	33.90 PAYVR 11033612	BHAM LOCKSMITHS	3155863373	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2102201852879
26/02/2018	RC001	L100	A00	11	12.71 AMENDMENT	BHAM LOCKSMITHS	10241048	A1			LT 3-0231

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10/01/2018	RC001	L100	A00	10	-250.00	PAYVR 11033612	GT ACCESS LIMITE	3155701666	YZ	1000031348	NATIONAL WESTMINSTER BANK D/D	1001201895110
21/02/2018	RC001	L100	A00	11	208.33	PAYVR 11033612	GT ACCESS LIMITE	3155863374	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2102201883131
26/02/2018	RC001	L100	A00	11	-250.00	AMENDMENT	GT ACCESS LIMITE	10241048	A1			LT 3-0231
30/05/2017	RC001	L100	A00	2	270.55		hose repairs indoor market	3002143356	RE	1000035884	PIRTEK BIRMINGHAM	BIR167815
30/10/2017	RC001	L100	A00	7	165.83	AMENDMENT	PIRTEK BIRMINGHAM - P4 MOVE FROM L680	10233102	A1			LT 3-0231
30/10/2017	RC001	L100	A00	7	97.59	AMENDMENT	PIRTEK BIRMINGHAM - P4 MOVE FROM L680	10233102	A1			LT 3-0231
26/02/2018	RC001	L100	A00	11	160.70	AMENDMENT	PIRTEK BIRMINGHA from l680	10241048	A1			LT 3-0231
29/03/2018	RC001	L100	A00	12	98.94	AMENDMENT	Pirtek - Period 12 moved from L680	10243204	A1			LT 3-0231
30/10/2017	RC001	L100	A00	7	19.30	AMENDMENT	1/3rd split - period 1 to 7 from RC008 L080 First	10233102	A1			LT 3-0231
30/10/2017	RC001	L100	A00	7	14.95	AMENDMENT	1/3rd split - period 1 to 7 from RC008 L0J0 First	10233102	A1			LT 3-0231
30/10/2017	RC001	L100	A00	7	22.44	AMENDMENT	1/3rd split - period 1 to 7 from RC008 water coole	10233102	A1			LT 3-0231
30/10/2017	RC001	L100	A00	7	530.00	AMENDMENT	1/3rd split - period 1 to 7 from RC008 video badge	10233102	A1			LT 3-0231
09/05/2017	RC001	L100	A00	2	1,471.91		QUARTERLY SUBSCRIPTION FEE	5000506040	WE	1000132738	SPRINGBOARD RESEARCH LTD	2015-11481
20/07/2017	RC001	L100	A00	4	1,471.91		QUARTERLY SUBSCRIPTION FEE	5000511965	WE	1000132738	SPRINGBOARD RESEARCH LTD	2015-11482
02/11/2017	RC001	L100	A00	8	1,471.91		QUARTERLY SUBSCRIPTION FEE	5000520729	WE	1000132738	SPRINGBOARD RESEARCH LTD	2015-11483
26/01/2018	RC001	L100	A00	10	1,471.90		QUARTERLY SUBSCRIPTION FEE	5000527026	WE	1000132738	SPRINGBOARD RESEARCH LTD	2015-11484
26/02/2018	RC001	L100	A00	11	-0.50	AMENDMENT	Acivico from l680	10241048	A1			LT 3-0231
26/02/2018	RC001	L100	A00	11	340.00	CLEARING RC008	From RC008 - 1/3 Annual Maintenance Help Points	10241055	A1			LT 3-0231
26/02/2018	RC001	L100	A00	11	9.30	CLEARING RC008	From RC008 - 1/3 Horizon Water Dispenser	10241055	A1			LT 3-0231
08/03/2018	RC001	L100	A00	12	3.05		WATER COOLER - MCC FEB 18	3002205893	RE	1000120388	HORIZON CORPORATE FACILITIES LTD	140586
29/03/2018	RC001	L100	A00	12	3.05	AMENDMENTS/ALLOC	P12 MCC Water Cooler	10243435	A1			LT 3-0231
		L100			9,102.08							

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28/04/2017	RC001	L130	A00	1	1,632.56	CCTV LEASE RENTAL 2ND YR OF 5YR CONTRACT	5000505134	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/17/0127242
07/08/2017	RC001	L130	A00	5	1,632.56	CCTV LEASE RENTAL 2ND YR OF 5YR CONTRACT	5000513348	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/17/0205118
15/09/2017	RC001	L130	A00	6	1,632.56	CCTV LEASE RENTAL 2ND YR OF 5YR CONTRACT	5000516523	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/17/0282761
13/02/2018	RC001	L130	A00	11	1,632.56	CCTV LEASE RENTAL 2ND YR OF 5YR CONTRACT	5000528454	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/18/0049609
13/02/2018	RC001	L130	A00	11	50.00	ANNUAL SERVICE FEE	5000528454	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/18/0049609
30/10/2017	RC001	L130	A00	7	269.92	AMENDMENT COMPACTOR REPAIR-04.420.2866 P3 MOVE FROM L100	10233102	A1			LT 3-0231
30/10/2017	RC001	L130	A00	7	425.00	AMENDMENT Compactor Delivery P7 MOVE FROM L100	10233102	A1			LT 3-0231
30/10/2017	RC001	L130	A00	7	6,250.00	AMENDMENT RECON OF SC2000 EPS COMPACTOR P7 MOVE FROM L100	10233102	A1			LT 3-0231
26/02/2018	RC001	L130	A00	11	13.70	CLEARING RC008 From RC008 - 1/3 MFD Rental & Usage	10241055	A1			LT 3-0231
		L130			13,538.86	57.14					
30/10/2017	RC001	L300	A00	7	45.50	AMENDMENT 1/3rd split - period 1 to 7 from RC008 boots	10233102	A1			LT 3-0231
31/10/2017	RC001	L300	A00	7	24.30	AMENDMENT p7 - rc008 Enforcement trousers split RC001/2/3	10233522	A1			LT 3-0231
26/02/2018	RC001	L300	A00	11	65.68	CLEARING RC008 From RC008 - 1/3 Balance @ Pd11	10241055	A1			LT 3-0231
		L300			135.48						
30/10/2017	RC001	L420	A00	7	36.21	AMENDMENT 1/3rd split - period 1 to 7 from RC008- lost prope	10233102	A1			LT 3-0231
30/10/2017	RC001	L420	A00	7	15.00	AMENDMENT 1/3rd split - period 1 to 7 from RC008- lost prope	10233102	A1			LT 3-0231
21/02/2018	RC001	L420	A00	11	13.70	PAYVR 11033612 VIKING WALLPLAN 13MNT 20181XXDC	3155903769	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2102201857247
21/02/2018	RC001	L420	A00	11	6.22	PAYVR 11033612 VIKING Freight	3155903769	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2102201857247
		L420			71.13						
03/07/2017	RC001	L680	A00	4	165.83	PAYVR 11033612 PIRTEK BIRMINGHA	3154978400	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0307201780081
18/07/2017	RC001	L680	A00	4	97.59	PAYVR 11033612 PIRTEK BIRMINGHA	3155065726	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	1807201763930
30/10/2017	RC001	L680	A00	7	-165.83	AMENDMENT PIRTEK BIRMINGHAM - P4 MOVE TO L100	10233102	A1			LT 3-0231
30/10/2017	RC001	L680	A00	7	-97.59	AMENDMENT PIRTEK BIRMINGHAM - P4 MOVE TO L100	10233102	A1			LT 3-0231
08/12/2017	RC001	L680	A00	9	160.70	PAYVR 11033612 PIRTEK BIRMINGHA	3155593574	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0812201714738
26/02/2018	RC001	L680	A00	11	-160.70	AMENDMENT PIRTEK BIRMINGHA to L100	10241048	A1			LT 3-0231
07/03/2018	RC001	L680	A00	12	98.94	PAYVR 11033612 PIRTEK BIRMINGHA	3155921032	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	0703201848573
29/03/2018	RC001	L680	A00	12	-98.94	AMENDMENT Pirtek - Period 12 moved to L100	10243204	A1			LT 3-0231
27/12/2017	RC001	L680	A00	9	-0.50	91282 INDOOR MA	3155653188	KG	1000125785	ACIVICO LTD	9690002004
26/02/2018	RC001	L680	A00	11	0.50	AMENDMENT Acivico to L100	10241048	A1			LT 3-0231
		L680			0.00						

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23/05/2017	RC001	L750	A00	2	4.10	AC ATC23824	3154843231	KR	1000113413	DAISY TELECOMS LTD	6857321
21/08/2017	RC001	L750	A00	5	3.47		3155187433	KR	1000113413	DAISY TELECOMS LTD	7120655
03/01/2018	RC001	L750	A00	10	3.89		3155689668	KR	1000069330	DAISY COMMUNICATIONS LTD	7386739
28/02/2018	RC001	L750	A00	11	1.57		3155910171	KR	1000113413	DAISY TELECOMS LTD	7653948
30/05/2017	RC001	L750	A00	2	154.45		3154854011	KR	1000000606	BT PLC	00036229Q005
30/05/2017	RC001	L750	A00	2	30.02		3154854011	KR	1000000606	BT PLC	00036229Q005
30/05/2017	RC001	L750	A00	2	164.20		3154854012	KR	1000000606	BT PLC	00036229Q007
30/05/2017	RC001	L750	A00	2	29.90		3154854012	KR	1000000606	BT PLC	00036229Q007
30/05/2017	RC001	L750	A00	2	164.10		3154854014	KR	1000000606	BT PLC	00036229Q008
30/05/2017	RC001	L750	A00	2	40.00		3154854014	KR	1000000606	BT PLC	00036229Q008
30/05/2017	RC001	L750	A00	2	169.30		3154854015	KR	1000000606	BT PLC	00036229Q009
30/05/2017	RC001	L750	A00	2	40.00		3154854015	KR	1000000606	BT PLC	00036229Q009
19/07/2017	RC001	L750	A00	4	201.05		3155070786	KR	1000000606	BT PLC	00036229Q010
19/07/2017	RC001	L750	A00	4	40.02		3155070786	KR	1000000606	BT PLC	00036229Q010
30/05/2017	RC001	L750	A00	2	428.12		3154854018	KR	1000000606	BT PLC	62076262Q064
19/07/2017	RC001	L750	A00	4	415.25		3155070784	KR	1000000606	BT PLC	62076262Q069
19/07/2017	RC001	L750	A00	4	40.02		3155070784	KR	1000000606	BT PLC	62076262Q069
04/10/2017	RC001	L750	A00	7	26.42		3155336822	KR	1000000606	BT PLC	62076262Q070
28/12/2017	RC001	L750	A00	9	417.98		3155660498	KR	1000000606	BT PLC	62076262Q071
28/12/2017	RC001	L750	A00	9	40.00		3155660498	KR	1000000606	BT PLC	62076262Q071
20/03/2018	RC001	L750	A00	12	416.55		3155972362	KR	1000000606	BT PLC	62076262Q072
20/03/2018	RC001	L750	A00	12	40.01		3155972362	KR	1000000606	BT PLC	62076262Q072
20/03/2018	RC001	L750	A00	12	57.25		3155972363	KR	1000000606	BT PLC	63830615Q047
20/03/2018	RC001	L750	A00	12	39.98		3155972363	KR	1000000606	BT PLC	63830615Q047
19/07/2017	RC001	L750	A00	4	39.99		3155070802	KR	1000000606	BT PLC	63860596Q044
19/07/2017	RC001	L750	A00	4	55.90		3155070802	KR	1000000606	BT PLC	63860596Q044
04/10/2017	RC001	L750	A00	7	55.89		3155336824	KR	1000000606	BT PLC	63860596Q045
04/10/2017	RC001	L750	A00	7	40.00		3155336824	KR	1000000606	BT PLC	63860596Q045
28/12/2017	RC001	L750	A00	9	55.89		3155660499	KR	1000000606	BT PLC	63860596Q046
28/12/2017	RC001	L750	A00	9	40.00		3155660499	KR	1000000606	BT PLC	63860596Q046
20/03/2018	RC001	L750	A00	12	55.89		3155972364	KR	1000000606	BT PLC	63860596Q047
20/03/2018	RC001	L750	A00	12	40.00		3155972364	KR	1000000606	BT PLC	63860596Q047
19/07/2017	RC001	L750	A00	4	56.35		3155070780	KR	1000000606	BT PLC	63860615Q044
19/07/2017	RC001	L750	A00	4	39.98		3155070780	KR	1000000606	BT PLC	63860615Q044
04/10/2017	RC001	L750	A00	7	56.09		3155336825	KR	1000000606	BT PLC	63860615Q045
04/10/2017	RC001	L750	A00	7	40.00		3155336825	KR	1000000606	BT PLC	63860615Q045
28/12/2017	RC001	L750	A00	9	56.66		3155660500	KR	1000000606	BT PLC	63860615Q046
28/12/2017	RC001	L750	A00	9	40.00		3155660500	KR	1000000606	BT PLC	63860615Q046
19/07/2017	RC001	L750	A00	4	55.90		3155070782	KR	1000000606	BT PLC	63860623Q044
19/07/2017	RC001	L750	A00	4	39.99		3155070782	KR	1000000606	BT PLC	63860623Q044
04/10/2017	RC001	L750	A00	7	55.89		3155336826	KR	1000000606	BT PLC	63860623Q045
04/10/2017	RC001	L750	A00	7	40.00		3155336826	KR	1000000606	BT PLC	63860623Q045
28/12/2017	RC001	L750	A00	9	55.89		3155660501	KR	1000000606	BT PLC	63860623Q046
28/12/2017	RC001	L750	A00	9	40.00		3155660501	KR	1000000606	BT PLC	63860623Q046
20/03/2018	RC001	L750	A00	12	55.89		3155972365	KR	1000000606	BT PLC	63860623Q047
20/03/2018	RC001	L750	A00	12	40.00		3155972365	KR	1000000606	BT PLC	63860623Q047
20/07/2017	RC001	L750	A00	4	588.06	VODAPHONE SIM CARD WSAC000695	5000511938	WE	1000129970	WATCH SYSTEMS LTD	INVWS002957
		L750			4,611.91						

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30/10/2017	RC001	L880	A00	7	221.31	AMENDMENT	1/3rd split - period 1 to 7 from RC008- Radio lic	10233102	A1			LT 3-0231
26/02/2018	RC001	L880	A00	11	131.35	CLEARING RC008	From RC008 - 1/3 Enforcement Mobile Phones Q3	10241055	A1			LT 3-0231
29/03/2018	RC001	L880	A00	12	59.65	AMENDMENTS/ALLOC	P12 Enforcement officer Mobile phone split 1/3rd s	10243435	A1			LT 3-0231
		L880			412.31							
28/02/2018	RC001	L991	A00	11	21.37	RE-ALLOCATION OF C	From RC008 - 1/3 Desktop Refresh (Yr 1 of 5)	80019259	A8			KRIS 3-0244
		L991			21.37							
30/10/2017	RC001	L9Y0	A00	7	1,087.07	PUBLIC WIFI TRANCHI	Public wifi tranche 1 103812 Ongoing Charge	10231531	A1			RG 48891
30/10/2017	RC001	L9Y0	A00	7	1,258.48	AMENDMENT	1/3rd split - period 1 to 7 from RC008- WIFI & Ca	10233102	A1			LT 3-0231
26/02/2018	RC001	L9Y0	A00	11	39.19	CLEARING RC008	From RC008 - 1/3 Balance @ Pd11	10241055	A1			LT 3-0231
		L9Y0			2,384.74							
26/02/2018	RC001	LRRR	A00	11	60.00	CLEARING RC008	From RC008 - 1/3 Design Time/ Love Your Bullring M	10241055	A1			LT 3-0231
		LRRR			60.00							
11/05/2017	RC001	MA20	A00	2	1,369.70		PRS CHARGES 06.04.17 - 05.04.18 - INDOOR	5000506282	WE	1000102935	THE PERFORMING RIGHT SOCIETY LTD	2017-2018
11/09/2017	RC001	MA20	A00	6	1,262.08		INDOOR MARKET LICENCE - 8377937	5000516142	WE	1000002502	PHONOGRAPHIC PERFORMANCE LTD	3440331
30/10/2017	RC001	MA20	A00	7	475.00	AMENDMENT	1/3rd split - period 1 to 7 from RC008- RCO & NAMB	10233102	A1			LT 3-0231
06/03/2018	RC001	MA20	A00	12	265.00		SUBSCRIPTION FEE 2018/19	3002205156	RE	1000027892	NABMA	17/496
23/06/2017	RC001	MA20	L99	3	-2,679.97		PRS O/S CHARGES 06.04.12 - 05.04.13	5000509762	WE	1000003932	THE PERFORMING RIGHT SOCIETY LTD	3756553
		MA20			691.81							
25/09/2017	RC001	MC70	A00	6	245.39	PAYVR 11033612	SEVERN TRENT WAT	3155288323	YY	1000031348	NATIONAL WESTMINSTER BANK D/D	2509201713139
26/09/2017	RC001	MC70	A00	6	-245.39	AMENDMENT	severn trent watter to J280	10230937	A1			LT 3-0231
		MC70			0.00							
					31,029.69							

SERVICE CHARGE 2

APPENDIX 7

07/06/2017	RC001	J040	A00	3	649.45
13/07/2017	RC001	J040	A00	4	223.16 COUNTER REPAIR
26/04/2017	RC001	J040	A00	1	264.99 SC REFRIDGERATION REPAIR - MARCH 17
26/04/2017	RC001	J040	A00	1	533.69 SC REFRIDGERATION REPAIR - MARCH 17
11/05/2017	RC001	J040	A00	2	853.88 SC REFRIDGERATION MAINTENANCE APRIL 17
11/05/2017	RC001	J040	A00	2	404.38 SC REFRIDGERATION MAINTENANCE APRIL 17
17/05/2017	RC001	J040	A00	2	1,446.05 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	1,984.57 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	399.79 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	419.69 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	1,116.92 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	488.09 SC REFRIDGERATION REPAIR - MAY 17
17/05/2017	RC001	J040	A00	2	1,820.54 SC REFRIDGERATION REPAIR - MAY 17
26/05/2017	RC001	J040	A00	2	227.25 SC REFRIDGERATION REPAIR - MAY 17
26/05/2017	RC001	J040	A00	2	298.58 SC REFRIDGERATION REPAIR - MAY 17
26/05/2017	RC001	J040	A00	2	287.45 SC REFRIDGERATION REPAIR - MAY 17
07/07/2017	RC001	J040	A00	4	411.78 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	446.62 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	366.73 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	213.75 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	38.25 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	254.05 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	288.08 SC REFRIDGERATION REPAIR - JUNE 17
07/07/2017	RC001	J040	A00	4	2,640.11 SC REFRIDGERATION REPAIR - JUNE 17
07/08/2017	RC001	J040	A00	5	391.81 SC REFRIDGERATION REPAIR - JULY 17
07/08/2017	RC001	J040	A00	5	642.49 SC REFRIDGERATION REPAIR - JULY 17
07/08/2017	RC001	J040	A00	5	1,605.16 SC REFRIDGERATION REPAIR - JULY 17
07/08/2017	RC001	J040	A00	5	157.42 SC REFRIDGERATION REPAIR - JULY 17
11/09/2017	RC001	J040	A00	6	361.34 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	417.04 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	429.53 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	299.59 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	324.79 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	1,665.40 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	1,336.22 REFRIDGERATION MAINTENANCE - AUGUST 17
11/09/2017	RC001	J040	A00	6	156.30 REFRIDGERATION MAINTENANCE - AUGUST 17
19/10/2017	RC001	J040	A00	7	481.55 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	91.76 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	9,249.90 SC REFRIDGERATION MAINTENANCE - SEPT 17
02/11/2017	RC001	J040	A00	8	971.20 REFRIDGERATION REPAIR - SEPT 17
19/10/2017	RC001	J040	A00	7	386.56 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	530.89 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	1,378.62 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	526.84 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	480.55 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	237.90 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
19/10/2017	RC001	J040	A00	7	174.60 SC REFRIDGERATION MAINTENANCE - SEPT/OCT
18/12/2017	RC001	J040	A00	9	71.00 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	156.50 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	417.00 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	61.50 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	475.39 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	348.64 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	1,081.47 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	1,554.49 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	847.15 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	615.06 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	446.00 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	1,234.04 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	1,012.84 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	232.50 SC REFRIDGERATION MAINTENANCE NOV 17
18/12/2017	RC001	J040	A00	9	509.18 SC REFRIDGERATION MAINTENANCE NOV 17
23/01/2018	RC001	J040	A00	10	711.59 SC REFRIDGERATION MAINTAINANCE - DEC 17
23/01/2018	RC001	J040	A00	10	101.30 SC REFRIDGERATION MAINTAINANCE - DEC 17
23/01/2018	RC001	J040	A00	10	1,060.95 SC REFRIDGERATION MAINTAINANCE - DEC 17

3154889977	KR	1000108152	FIREMARK LTD	72605
3002153229	RE	1000002736	STECHFORD GLASS	40557
3002136384	RE	1000128703	EPTA GEORGE BARKER LTD	90223070
3002136383	RE	1000128703	EPTA GEORGE BARKER LTD	90224851
3002139904	RE	1000128703	EPTA GEORGE BARKER LTD	90227238
3002139903	RE	1000128703	EPTA GEORGE BARKER LTD	90227257
5000506636	WE	1000128703	EPTA GEORGE BARKER LTD	90229498
5000506638	WE	1000128703	EPTA GEORGE BARKER LTD	90229500
5000506639	WE	1000128703	EPTA GEORGE BARKER LTD	90229502
5000506641	WE	1000128703	EPTA GEORGE BARKER LTD	90229506
5000506642	WE	1000128703	EPTA GEORGE BARKER LTD	90229508
5000506647	WE	1000128703	EPTA GEORGE BARKER LTD	90229510
5000506646	WE	1000128703	EPTA GEORGE BARKER LTD	90229512
5000507400	WE	1000128703	EPTA GEORGE BARKER LTD	90231368
5000507398	WE	1000128703	EPTA GEORGE BARKER LTD	90231369
5000507401	WE	1000128703	EPTA GEORGE BARKER LTD	90231448
5000510933	WE	1000128703	EPTA GEORGE BARKER LTD	90236268
5000510934	WE	1000128703	EPTA GEORGE BARKER LTD	90236270
5000510935	WE	1000128703	EPTA GEORGE BARKER LTD	90236272
5000510932	WE	1000128703	EPTA GEORGE BARKER LTD	90236274
5000510936	WE	1000128703	EPTA GEORGE BARKER LTD	90236275
5000510931	WE	1000128703	EPTA GEORGE BARKER LTD	90236277
5000510930	WE	1000128703	EPTA GEORGE BARKER LTD	90236281
5000510929	WE	1000128703	EPTA GEORGE BARKER LTD	90236287
5000513476	WE	1000128703	EPTA GEORGE BARKER LTD	90240018
5000513475	WE	1000128703	EPTA GEORGE BARKER LTD	90240021
5000513474	WE	1000128703	EPTA GEORGE BARKER LTD	90240024
5000513477	WE	1000128703	EPTA GEORGE BARKER LTD	90244414
5000516204	WE	1000128703	EPTA GEORGE BARKER LTD	90246108
5000516203	WE	1000128703	EPTA GEORGE BARKER LTD	90246110
5000516200	WE	1000128703	EPTA GEORGE BARKER LTD	90246111
5000516199	WE	1000128703	EPTA GEORGE BARKER LTD	90247385
5000516202	WE	1000128703	EPTA GEORGE BARKER LTD	90247387
5000516201	WE	1000128703	EPTA GEORGE BARKER LTD	90247389
5000516196	WE	1000128703	EPTA GEORGE BARKER LTD	90248331
5000516195	WE	1000128703	EPTA GEORGE BARKER LTD	90248334
5000519712	WE	1000128703	EPTA GEORGE BARKER LTD	90249416
5000519713	WE	1000128703	EPTA GEORGE BARKER LTD	90249417
5000519714	WE	1000128703	EPTA GEORGE BARKER LTD	90249419
3002180413	RE	1000128703	EPTA GEORGE BARKER LTD	90250094
5000519711	WE	1000128703	EPTA GEORGE BARKER LTD	90251853
5000519710	WE	1000128703	EPTA GEORGE BARKER LTD	90252643
5000519709	WE	1000128703	EPTA GEORGE BARKER LTD	90252644
5000519707	WE	1000128703	EPTA GEORGE BARKER LTD	90253320
5000519706	WE	1000128703	EPTA GEORGE BARKER LTD	90253322
5000519705	WE	1000128703	EPTA GEORGE BARKER LTD	90253323
5000519704	WE	1000128703	EPTA GEORGE BARKER LTD	90253324
5000524294	WE	1000128703	EPTA GEORGE BARKER LTD	90258574
5000524293	WE	1000128703	EPTA GEORGE BARKER LTD	90258577
5000524292	WE	1000128703	EPTA GEORGE BARKER LTD	90258578
5000524289	WE	1000128703	EPTA GEORGE BARKER LTD	90258579
5000524288	WE	1000128703	EPTA GEORGE BARKER LTD	90258580
5000524285	WE	1000128703	EPTA GEORGE BARKER LTD	90258588
5000524284	WE	1000128703	EPTA GEORGE BARKER LTD	90258593
5000524282	WE	1000128703	EPTA GEORGE BARKER LTD	90258594
5000524280	WE	1000128703	EPTA GEORGE BARKER LTD	90258595
5000524272	WE	1000128703	EPTA GEORGE BARKER LTD	90258601
5000524278	WE	1000128703	EPTA GEORGE BARKER LTD	90258603
5000524275	WE	1000128703	EPTA GEORGE BARKER LTD	90258604
5000524274	WE	1000128703	EPTA GEORGE BARKER LTD	90258605
5000524295	WE	1000128703	EPTA GEORGE BARKER LTD	90261864
5000524296	WE	1000128703	EPTA GEORGE BARKER LTD	90261865
5000526759	WE	1000128703	EPTA GEORGE BARKER LTD	90263174
5000526764	WE	1000128703	EPTA GEORGE BARKER LTD	90263467
5000526763	WE	1000128703	EPTA GEORGE BARKER LTD	90263470

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23/01/2018 RC001	J040	A00	10	462.10 SC REFRIDGERATION MAINTAINANCE - DEC 17	5000526761	WE	1000128703	EPTA GEORGE BARKER LTD	90264661
23/01/2018 RC001	J040	A00	10	1,163.58 SC REFRIDGERATION MAINTAINANCE - DEC 17	5000526762	WE	1000128703	EPTA GEORGE BARKER LTD	90264662
23/01/2018 RC001	J040	A00	10	180.00 SC REFRIDGERATION MAINTAINANCE - DEC 17	5000526760	WE	1000128703	EPTA GEORGE BARKER LTD	90264663
21/02/2018 RC001	J040	A00	11	149.41 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529129	WE	1000128703	EPTA GEORGE BARKER LTD	90266240
21/02/2018 RC001	J040	A00	11	2,205.92 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529141	WE	1000128703	EPTA GEORGE BARKER LTD	90266256
21/02/2018 RC001	J040	A00	11	106.26 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529136	WE	1000128703	EPTA GEORGE BARKER LTD	90266858
21/02/2018 RC001	J040	A00	11	202.22 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529132	WE	1000128703	EPTA GEORGE BARKER LTD	90266859
21/02/2018 RC001	J040	A00	11	1,839.98 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529142	WE	1000128703	EPTA GEORGE BARKER LTD	90268484
21/02/2018 RC001	J040	A00	11	360.46 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529138	WE	1000128703	EPTA GEORGE BARKER LTD	90268948
15/02/2018 RC001	J040	A00	11	6,162.26 SC RFRIDGERATION MAINTENANCE - JAN 18	5000528794	WE	1000128703	EPTA GEORGE BARKER LTD	90268950
21/02/2018 RC001	J040	A00	11	325.14 SC REFRIDGERATION MAINTENANCE - JAN 18	5000529143	WE	1000128703	EPTA GEORGE BARKER LTD	90268952
20/03/2018 RC001	J040	A00	12	164.65 SC REFRIDGERATION MAINTENANCE	3002208368	RE	1000128703	EPTA GEORGE BARKER LTD	90269961
20/03/2018 RC001	J040	A00	12	576.42 SC REFRIDGERATION MAINTENANCE - FEB 18	3002208367	RE	1000128703	EPTA GEORGE BARKER LTD	90269970
20/03/2018 RC001	J040	A00	12	174.80 SC REFRIDGERATION MAINTENANCE - MAR 18	3002208424	RE	1000128703	EPTA GEORGE BARKER LTD	90272579
20/03/2018 RC001	J040	A00	12	203.56 SC REFRIDGERATION MAINTENANCE - MAR 18	3002208427	RE	1000128703	EPTA GEORGE BARKER LTD	90273394
20/03/2018 RC001	J040	A00	12	329.24 SC REFRIDGERATION MAINTENANCE - MAR 18	3002208426	RE	1000128703	EPTA GEORGE BARKER LTD	90273395
20/03/2018 RC001	J040	A00	12	70.20 SC REFRIDGERATION MAINTENANCE - MAR 18	3002208425	RE	1000128703	EPTA GEORGE BARKER LTD	90273396
22/03/2018 RC001	J040	A00	12	7,982.70 SC REFRIDGERATION MAINTENANCE - MAR 18	5000531985	WE	1000128703	EPTA GEORGE BARKER LTD	90274510
22/03/2018 RC001	J040	A00	12	1,346.02 SC REFRIDGERATION MAINTENANCE - MAR 18	5000531983	WE	1000128703	EPTA GEORGE BARKER LTD	90274658
26/03/2018 RC001	J040	A00	12	436.27 SC REFRIDGERATION MAINTENANCE - MAR 18	3002210044	RE	1000128703	EPTA GEORGE BARKER LTD	90274659
26/03/2018 RC001	J040	A00	12	252.49 SC REFRIDGERATION MAINTENANCE - MAR 18	3002210042	RE	1000128703	EPTA GEORGE BARKER LTD	90274660
26/03/2018 RC001	J040	A00	12	216.20 SC REFRIDGERATION MAINTENANCE - MAR 18	3002210029	RE	1000128703	EPTA GEORGE BARKER LTD	90274661
26/03/2018 RC001	J040	A00	12	633.91 SC REFRIDGERATION MAINTENANCE - MAR 18	3002210047	RE	1000128703	EPTA GEORGE BARKER LTD	90274662
	J040			74,875.70					

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19/09/2017	RC001	J040	L99	6	236.80	COUNTER REPAIRS	3002170168	RE	1000002736	STECHFORD GLASS	40889
03/01/2018	RC001	J040	L99	10	137.00	COUNTER REPAIRS	3002192225	RE	1000002736	STECHFORD GLASS	41159
03/01/2018	RC001	J040	L99	10	248.60	COUNTER REPAIRS	3002192226	RE	1000002736	STECHFORD GLASS	40948
03/01/2018	RC001	J040	L99	10	185.00	COUNTER REPAIR	3002192227	RE	1000002736	STECHFORD GLASS	40946
06/03/2018	RC001	J040	L99	12	186.40	COUNTER REPAIR - 41220	3002205144	RE	1000002736	STECHFORD GLASS	41220
06/03/2018	RC001	J040	L99	12	129.60	COUNTER REPAIR - 40947	3002205145	RE	1000002736	STECHFORD GLASS	40947
06/03/2018	RC001	J040	L99	12	271.50	COUNTER REPAIRS - 41184	3002205146	RE	1000002736	STECHFORD GLASS	41184
15/03/2018	RC001	J040	L99	12	198.40	COUNTER REPAIRS	3002207584	RE	1000002736	STECHFORD GLASS	41390
16/05/2017	RC001	J040	L99	2	115.20	NSC REFRIDGERATION REPAIR - APRIL 17	3002140587	RE	1000128703	EPTA GEORGE BARKER LTD	90227234
16/05/2017	RC001	J040	L99	2	347.29	NSC REFRIDGERATION REPAIR - APRIL 17	3002140585	RE	1000128703	EPTA GEORGE BARKER LTD	90227235
16/05/2017	RC001	J040	L99	2	274.22	NSC REFRIDGERATION REPAIR - APRIL 17	3002140584	RE	1000128703	EPTA GEORGE BARKER LTD	90227236
17/05/2017	RC001	J040	L99	2	319.29	NSC REFRIDGERATION REPAIR - MAY 17	5000506628	WE	1000128703	EPTA GEORGE BARKER LTD	90229504
17/05/2017	RC001	J040	L99	2	28.50	NSC REFRIDGERATION REPAIR - MAY 17	5000506629	WE	1000128703	EPTA GEORGE BARKER LTD	90229505
17/05/2017	RC001	J040	L99	2	811.79	NSC REFRIDGERATION REPAIR - MAY 17	5000506627	WE	1000128703	EPTA GEORGE BARKER LTD	90229507
17/05/2017	RC001	J040	L99	2	1,205.92	NSC REFRIDGERATION REPAIR - MAY 17	5000506625	WE	1000128703	EPTA GEORGE BARKER LTD	90229509
17/05/2017	RC001	J040	L99	2	359.99	NSC REFRIDGERATION REPAIR - MAY 17	5000506624	WE	1000128703	EPTA GEORGE BARKER LTD	90229511
26/05/2017	RC001	J040	L99	2	437.34	NSC REFRIDGERATION REPAIR - MAY 17	5000507404	WE	1000128703	EPTA GEORGE BARKER LTD	90231364
26/05/2017	RC001	J040	L99	2	429.97	NSC REFRIDGERATION REPAIR - MAY 17	5000507403	WE	1000128703	EPTA GEORGE BARKER LTD	90231365
26/05/2017	RC001	J040	L99	2	166.45	NSC REFRIDGERATION REPAIR - MAY 17	5000507402	WE	1000128703	EPTA GEORGE BARKER LTD	90231366
07/08/2017	RC001	J040	L99	5	407.89	NSC REFRIDGERATION REPAIR - JULY 17	5000513472	WE	1000128703	EPTA GEORGE BARKER LTD	90240013
07/08/2017	RC001	J040	L99	5	199.45	NSC REFRIDGERATION REPAIR - JULY 17	5000513473	WE	1000128703	EPTA GEORGE BARKER LTD	90240023
07/08/2017	RC001	J040	L99	5	1,084.93	NSC REFRIDGERATION REPAIR - JULY 17	5000513471	WE	1000128703	EPTA GEORGE BARKER LTD	90240028
11/09/2017	RC001	J040	L99	6	70.92	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516192	WE	1000128703	EPTA GEORGE BARKER LTD	90246107
11/09/2017	RC001	J040	L99	6	387.99	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516190	WE	1000128703	EPTA GEORGE BARKER LTD	90246109
11/09/2017	RC001	J040	L99	6	620.91	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516189	WE	1000128703	EPTA GEORGE BARKER LTD	90246347
11/09/2017	RC001	J040	L99	6	338.80	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516187	WE	1000128703	EPTA GEORGE BARKER LTD	90246348
11/09/2017	RC001	J040	L99	6	481.18	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516186	WE	1000128703	EPTA GEORGE BARKER LTD	90247388
11/09/2017	RC001	J040	L99	6	113.48	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516183	WE	1000128703	EPTA GEORGE BARKER LTD	90248333
11/09/2017	RC001	J040	L99	6	181.58	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516184	WE	1000128703	EPTA GEORGE BARKER LTD	90248335
11/09/2017	RC001	J040	L99	6	484.66	NSC REFRIDGERATION MAINTENANCE - AUG 17	5000516185	WE	1000128703	EPTA GEORGE BARKER LTD	90248337
20/10/2017	RC001	J040	L99	7	181.80	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519739	WE	1000128703	EPTA GEORGE BARKER LTD	90250052
20/10/2017	RC001	J040	L99	7	82.00	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519742	WE	1000128703	EPTA GEORGE BARKER LTD	90250059
20/10/2017	RC001	J040	L99	7	83.00	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519743	WE	1000128703	EPTA GEORGE BARKER LTD	90250074
20/10/2017	RC001	J040	L99	7	1,143.77	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519741	WE	1000128703	EPTA GEORGE BARKER LTD	90250081
20/10/2017	RC001	J040	L99	7	118.76	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519740	WE	1000128703	EPTA GEORGE BARKER LTD	90250099
20/10/2017	RC001	J040	L99	7	1,413.44	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519747	WE	1000128703	EPTA GEORGE BARKER LTD	90251844
20/10/2017	RC001	J040	L99	7	1,140.47	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519748	WE	1000128703	EPTA GEORGE BARKER LTD	90251846
20/10/2017	RC001	J040	L99	7	353.91	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519745	WE	1000128703	EPTA GEORGE BARKER LTD	90251848
20/10/2017	RC001	J040	L99	7	707.27	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519746	WE	1000128703	EPTA GEORGE BARKER LTD	90251857
20/10/2017	RC001	J040	L99	7	316.83	NSC REFRIDGERATION MAINTENANCE - SEPT 17	5000519744	WE	1000128703	EPTA GEORGE BARKER LTD	90253328
18/12/2017	RC001	J040	L99	9	252.40	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524249	WE	1000128703	EPTA GEORGE BARKER LTD	90258573
18/12/2017	RC001	J040	L99	9	202.59	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524251	WE	1000128703	EPTA GEORGE BARKER LTD	90258575
18/12/2017	RC001	J040	L99	9	824.87	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524250	WE	1000128703	EPTA GEORGE BARKER LTD	90258576
18/12/2017	RC001	J040	L99	9	173.70	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524253	WE	1000128703	EPTA GEORGE BARKER LTD	90258581
18/12/2017	RC001	J040	L99	9	57.00	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524252	WE	1000128703	EPTA GEORGE BARKER LTD	90258582
18/12/2017	RC001	J040	L99	9	65.10	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524256	WE	1000128703	EPTA GEORGE BARKER LTD	90258584
18/12/2017	RC001	J040	L99	9	162.00	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524254	WE	1000128703	EPTA GEORGE BARKER LTD	90258590
18/12/2017	RC001	J040	L99	9	631.10	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524257	WE	1000128703	EPTA GEORGE BARKER LTD	90258602
18/12/2017	RC001	J040	L99	9	135.00	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524258	WE	1000128703	EPTA GEORGE BARKER LTD	90258631
18/12/2017	RC001	J040	L99	9	212.15	NSC REFRIDGERATION MAINTENANCE NOV 17	5000524248	WE	1000128703	EPTA GEORGE BARKER LTD	90261863
23/01/2018	RC001	J040	L99	10	1,071.32	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526758	WE	1000128703	EPTA GEORGE BARKER LTD	90263171
23/01/2018	RC001	J040	L99	10	107.16	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526753	WE	1000128703	EPTA GEORGE BARKER LTD	90263172
23/01/2018	RC001	J040	L99	10	377.69	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526757	WE	1000128703	EPTA GEORGE BARKER LTD	90263176
23/01/2018	RC001	J040	L99	10	764.83	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526751	WE	1000128703	EPTA GEORGE BARKER LTD	90264055
23/01/2018	RC001	J040	L99	10	297.39	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526756	WE	1000128703	EPTA GEORGE BARKER LTD	90264664
23/01/2018	RC001	J040	L99	10	742.18	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526755	WE	1000128703	EPTA GEORGE BARKER LTD	90264665
23/01/2018	RC001	J040	L99	10	356.17	NSC REFRIDGERATION MAINTAINANCE - DEC 17	5000526754	WE	1000128703	EPTA GEORGE BARKER LTD	90264669
21/02/2018	RC001	J040	L99	11	51.99	NSC REFRIDGERATION MAINTENANCE - JAN 18	5000529146	WE	1000128703	EPTA GEORGE BARKER LTD	90266857
21/02/2018	RC001	J040	L99	11	212.99	NSC REFRIDGERATION MAINTENANCE - JAN 18	5000529148	WE	1000128703	EPTA GEORGE BARKER LTD	90268228
21/02/2018	RC001	J040	L99	11	499.77	NSC REFRIDGERATION MAINTENANCE - JAN 18	5000529153	WE	1000128703	EPTA GEORGE BARKER LTD	90268945
21/02/2018	RC001	J040	L99	11	425.54	NSC REFRIDGERATION MAINTENANCE - JAN 18	5000529151	WE	1000128703	EPTA GEORGE BARKER LTD	90268951
20/03/2018	RC001	J040	L99	12	112.50	NSC REFRIDGERATION MAINTENANCE - FEB 18	3002208421	RE	1000128703	EPTA GEORGE BARKER LTD	90269963
20/03/2018	RC001	J040	L99	12	216.45	NSC REFRIDGERATION MAINTENANCE - FEB 18	3002208370	RE	1000128703	EPTA GEORGE BARKER LTD	90269967
20/03/2018	RC001	J040	L99	12	391.26	NSC REFRIDGERATION MAINTENANCE - FEB 18	3002208369	RE	1000128703	EPTA GEORGE BARKER LTD	90269969
20/03/2018	RC001	J040	L99	12	67.50	NSC REFRIDGERATION MAINTENANCE - MAR 18	3002208430	RE	1000128703	EPTA GEORGE BARKER LTD	90273397
20/03/2018	RC001	J040	L99	12	369.50	NSC REFRIDGERATION MAINTENANCE - MAR 18	3002208429	RE	1000128703	EPTA GEORGE BARKER LTD	90273398
21/03/2018	RC001	J040	L99	12	137.70	NSC REFRIDGERATION REPAIR - MAR 18	3002209053	RE	1000128703	EPTA GEORGE BARKER LTD	90274512
J040 Total					24,920.15						

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26/05/2017	RC001	L670	L99	2	9,555.00	PROFESSIONAL CHARGES	5000507392	WE	1000055533	LAMBERT SMITH HAMPTON GROUP LTI TIMESHEET 3	
26/05/2017	RC001	L670	L99	2	3,705.00	PROFESSIONAL CHARGES	5000507393	WE	1000055533	LAMBERT SMITH HAMPTON GROUP LTI TIMESHEET 5	
26/05/2017	RC001	L670	L99	2	7,215.00	PROFESSIONAL CHARGES	5000507394	WE	1000055533	LAMBERT SMITH HAMPTON GROUP LTI TIMESHEET 4	
06/10/2017	RC001	L670	L99	7	800.00		3155340291	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00285805
06/10/2017	RC001	L670	L99	7	1,163.07		3155340291	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00285805
05/12/2017	RC001	L670	L99	9	1,650.00	RENT ARREARS/NEW LEASES 04464.0145	5000523234	WE	1000000855	ANTHONY COLLINS SOLICITORS LLP	04464.0145
05/01/2018	RC001	L670	L99	10	1,635.50		3155703229	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00289183
05/01/2018	RC001	L670	L99	10	508.00		3155703230	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00289207
11/01/2018	RC001	L670	L99	10	991.50	SECTION 25 NOTICES - 09.10.17 - 27.11.17	3002194356	RE	1000000855	ANTHONY COLLINS SOLICITORS LLP	00288610
06/02/2018	RC001	L670	L99	11	450.00	04464.0145 ADDITIONAL WORK (MR SINGH)	3002200254	RE	1000000855	ANTHONY COLLINS SOLICITORS LLP	00290615
26/02/2018	RC001	L670	L99	11	265.50	AMENDMENT anthony collins vat adjustment from A00	10241048	A1			LT 3-0231
		L670 Total			27,938.57						
30/05/2017	RC001	L680	L99	2	590.00	SURVEY QUOTE - STALL S 18 & 44	3002143181	RE	1000029494	MIDLAND SURVEY LTD	18413
06/10/2017	RC001	L680	L99	7	690.00	Survey stalls	3002174350	RE	1000029494	MIDLAND SURVEY LTD	19310
06/10/2017	RC001	L680	L99	7	800.00		3155340294	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00285838
06/10/2017	RC001	L680	L99	7	506.49		3155340294	KR	1000000855	ANTHONY COLLINS SOLICITORS LLP	00285838
13/07/2017	RC001	L680	L99	4	33,235.00	June - Mt No 159486	10227581	A1			KP 303 2441
09/10/2017	RC001	L680	L99	7	-12,672.00	Oct - Mt No 159486	10231866	A1			KP 303 2441
11/12/2017	RC001	L680	L99	9	1,650.00	Nov - Mt No 159486	10236833	A1			KP 303 2441
26/02/2018	RC001	L680	L99	11	15.72	Feb - Mt No 159486	10241318	A1			KP 303 2441
		L680 Total			24,815.21						
15/09/2017	RC001	L130	L99	6	7.51	LATE PAYMENT FEE	5000516523	WE	1000000347	SIEMENS FINANCIAL SERVICES LTD	244/17/0282761
30/10/2017	RC001	L130	L99	7	23.84	AMENDMENT CCTV Late Payment fee - P1 MOVE TO L99	10233102	A1			LT 3-0231
30/10/2017	RC001	L130	L99	7	25.79	AMENDMENT CCTV Late Payment fee - P5 MOVE FROM A00	10233102	A1			LT 3-0231
		L130 Total			57.14						
		Grand Total			77,731.07						

Posting Date	Funds	Subj	Fund	Period	Amount	Document Header Text	Text	Reference	Document	Reference
30/10/2017	RC001	L5H0	A00	7	164.66	AMENDMENT	1/3rd split - period 1 to 7 from RC008- Bham publi	10233102	A1	LT 3-0231
26/02/2018	RC001	L5H0	A00	11	225.00	CLEARING RC008	From RC008 - 1/3 AT Graphics Ltd - Adverts Oct - D	10241055	A1	LT 3-0231
26/02/2018	RC001	L5H0	A00	11	216.66	CLEARING RC008	From RC008 - 1/3 Worlds Fair - Trader Adverts	10241055	A1	LT 3-0231
26/02/2018	RC001	L5H0	A00	11	86.67	CLEARING RC008	From RC008 - 1/3 Worlds Fair - Market Trader Year	10241055	A1	LT 3-0231
26/02/2018	RC001	L5H0	A00	11	400.00	CLEARING RC008	From RC008 - 1/3 NMTF - Adverts Dec 17, Feb 18 & A	10241055	A1	LT 3-0231
					-12,333.78	3/5s				
					-11,240.79 to be refunded to traders as not used should have been accrued					

06/04/2018 RC001 L5H0 A00 1 -8,222.22 PL-TRADERS AD LEVY MKT- INDOOR TRADERS AD LEVY 17/18 UNPAID (2/5) 30012869 AK KRIS 3-0244

			To date	Ledger	To date	Service Charge	Variation	charge 2	charge 1	Actual to Budget Variation
12	Expenditure									
L5H0	Advertising BCC		15,632	15,632	(15,632)	-	(15,632)		-	(15,632)
L5H0	Advertising Traders		10,421	10,421	(13,863)	8,222	(2,199)		8,222	(2,199)
Income	Advertising Levy		(26,053)	(26,053)	5,497	(20,556)	5,497	(738)	(19,818)	
				(24,018)	(24,018)	(12,334)	(12,334)		(738)	(11,596)
						(12,334)	(12,334)			(17,831)

	2018/ 2019	Budget
		£
A000	Salaries APT&C	152,668
C000	Overtime(S) APT&C	
E000	NI(S) APT&C	17,010
F000	Super'n(S) APT&C	35,595
G000	Agency	
GRRR	Recharge - Agency	
H030	Employer Liability Insurance	957
H220	Training EquipMat'ls	-
H2T0	Training Other	-
<i>Employees</i>		206,230
J000	Bldg R&M Strat UDD	
J010	Bldg RM Routine UDD	69,000
J020	Bldg RM Emeryg UDD	30,000
J030	Bldg RM Departmental	60,000
J040	Bldg RM Fair Fund NS	57,500
J200	Electricity	216,000
J210	Gas	34,000
J280	Water Services	56,500
J310	Other Fix & Fittings	
J500	Cleaning Materials	10,000
J510	Cleaning Contract	204,000
J550	Disinfestation	41,000
J560	Refuse Collection	60,000
J600	Premises Insurance	12,685
<i>Premises</i>		850,685
K020	Vehicle fuel	
K600	Transport Misc	-
<i>Transport</i>		-
L080	Purch Mat & Supp	-
L100	Operatl Equip & Furn	5,000
L130	Equipment	-
L300	Clothing & Uniforms	-
L310	Laundry	-
L420	Stationery	-
L5F0	Licences and Permits	
L5G0	Security Contracts	
L670	Legal Fees	
L680	Professional Fees/licenses	2,000
L750	Phones Non Centrex	1,500
L880	Mobiles/Radios/Pagers	
L991	Notional Finance IT	
L9Y0	Computing Other	512
LRRR	Recharge Supplies	
MA20	Subscriptios	
MC70	Supplies & Sev Mic	-
<i>Supplies and Service</i>		9,012
RA10	DSC - Finance	-
<i>Recharge Expenditure</i>		-
Total Expenditure		1,065,927
V350	Fee & Ch Services	(26,500)
V750	Inc Service Charges	(1,033,753)
	Perimeter Shop Contribution to service charge	(5,673)
Total Income		(1,065,926)

Budget

Service Charge 1	1,008,427
Service Charge 2	57,500
	<u>1,065,927</u>

NEIGHBOURHOODS DIRECTORATE

Our reference: LT/bsu/mrs/im/18-19

Appendix 7

29 March 2019

██████████
Stall Number(s) ██████
Bull Ring Indoor Market

Dear ██████████

Re: Service Charge 1 and Overspend 2017/18**Stall(s) ██████ / Store(s) ██████**

As stated in a letter issued to you on 28 March 2018 a forecast was made of an overall under recovery of actual expenditure to the service charge budget for the financial year 2017/18.

The amount of service charge that was under recovered was calculated at the end of the financial year 2017/18 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant].*

The total under-recovery of service charge 1 was £69,796. This overspend to the budgeted expenditure was explained in summary at the Indoor Market Committee meeting held on Thursday, 15 March 2018 and full details are disclosed on your year-end statement enclosed.

The under recovery of actual expenditure to budgeted service charge invoiced for the service charge year 2017/18 less the void element, has been apportioned to all traders based on square footage occupied and the costs of which are detailed in your pack. Your apportionment of service charge 1 has been charged on the attached invoice.

The following measurements were used to calculate this apportionment of service charge 1:

Occupation	Measurement ft ²
Stall(s) ██████	185.14
Store(s) ██████	190.00
– 20% weighting	190.00

There has been a re-imburement of advertising levy for the 60% of advertising levy for the year ending 31 March 2018 that went unspent by Birmingham City Council.

In addition to the attached invoice, you will find a credit note for your apportionment of unspent advertising levy. Details of this are also stated in your pack.

The 40% advertising levy is being refunded to the Bull Ring Indoor Market Committee in accordance with the lease.

Also attached is a copy of an independent auditors report for year ending March 2018 for your information.

Yours sincerely



Lynn Thomas

Senior Officer – Markets Support

Encs.

NEIGHBOURHOODS DIRECTORATE

Our reference: LT/bsu/mrs/im/19-20

10 April 2019

Stall [REDACTED]
Bull Ring Indoor Market

Dear [REDACTED]

Re: Service Charge 1 Changes 2019/20

I am writing to inform you of changes to your service charge with effect from 1 April 2019 for:

Stall [REDACTED]

As part of the lease renewal process, an agreement was reached between Birmingham City Council and the Tenants' Association representative (Jonathon Owen, Quarterbridge), that the stall and store measurements taken in 2015 by Midland Survey Limited were to be used to calculate your new rent and service charge figures from May 2017 when your lease renewal commenced.

The service charge budget 2019/20 is being increased from £977,000 to £1,022,735. The increase is based on actual cost of providing services in 2017/18 and 2018/19. The revised budget is detailed on the attached service charge budget document. This results in the price per square foot for your service charge increasing from £39.58 per square foot to £42.12 per square foot.

The increase per square foot is a result of not only the increased budgeted costs but also partially due to traders converting trading space to store room space where only 20% of the square footage is used to calculate the apportionment of the service charge. The total square footage of the market including weightings of 20% for mezzanine stores and dry goods store rooms on the ground floor is now 24,281.16 square feet. This is a reduction of 1.67% compared to 2018/19 and is a result of additional store rooms being introduced on the ground floor.

Service Charge 1	£1,112,408	Service charge shown on Outturn Statement, Period 10 2017/2018
	-£57,500	Service Charge 2
	-£5,673	Less Service Charge applied to perimeter shops
	-£26,500	Less Miscellaneous Utility Invoices charged to individual traders
	£1,022,735	Recoverable Service Charge 1
	24,281.16	Total size of building in sq.ft.
	£42.12	Per Square Foot

continued/...>>

The amount of service charge that is charged on a monthly basis is an estimate of the actual charges recovered and a year-end adjustment will be calculated at the end of the financial year 2019/20 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant]*.

The following measurements are used to calculate both your rent and service charge:

Occupation	Measurement ft ²
Stall	173.620

A monthly invoice will be raised for these charges in addition to your advertising levy of 2.5% of your service charge total.

These invoices are due for payment on 1st of every month and late payment may jeopardise your occupancy within the market.

I would also like to bring your attention to Section 3 (Tenant's Covenants) of your lease, particularly 3.2.2 whereby the lease states *that if a Tenant wilfully or negligently damages the premises then the Tenant shall be directly responsible for the cost of the repair or replacement. We intend to charge Tenants where we can evidence that the damage to the premises is due to negligence of the trader.*

Should you require any further clarification, please do not hesitate to contact me.

Yours sincerely



Lynn Thomas
Business Support Supervisor

Enc.

PLACE DIRECTORATE

Our reference: LT/bsu/mrs/im/18-19

28 March 2018

 Stall [REDACTED]
 Bull Ring Indoor Market

Dear [REDACTED]

Re: Service Charge Changes 2018/19

I am writing to inform you of changes to your service charge with effect from 1 April 2018 for:

Stall [REDACTED]

As part of the lease renewal process, an agreement was reached between Birmingham City Council and the Tenants' Association representative (Jonathon Owen, Quarterbridge), that the stall and store measurements taken in 2015 by Midland Survey Limited were to be used to calculate your new rent and service charge figures from May 2017 when your lease renewal commenced.

The 2015 measurements for each stall and store within the market, when added together have an overall reduction in the square footage of the market. The service charge budget remains the same as previous years. The total service charge budget is £977K. The budget will be apportioned over a smaller area across all stalls and stores. This results in the price per square foot for your service charge increasing from £36.81 per square foot to £39.58 per square foot.

The total square footage of the market, including weightings of 20% for mezzanine stores and dry goods store rooms on the ground floor, is now 24,677.16 square feet, a reduction of just under 7% due to additional storerooms being introduced on the ground floor where only 20% of the square footage is used to calculate the service charge.

Service Charge 1	£1,091,979.00	Service charge shown on Outturn Statement, Period 10 2017/2018
	-£26,053.00	Less Advertising Levy
	-£57,000.00	Service Charge 2
	-£5,673.00	Less Service Charge applied to perimeter shops
	-£26,500.00	Less Miscellaneous Utility Invoices charged to individual traders
	£976,753.00	Recoverable Service Charge 1
	24,677.16	Total size of building in sq ft
	£39.58	Per Square Foot

continued/.>>

In addition to the amendment to your service charge unit cost, we are forecasting an overall under recovery of actual expenditure to the service charge budget for the financial year 2017/18. The amount of service charge that has been under recovered will be calculated at the end of the financial year 2017/18 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant].*

This overspend to the budgeted expenditure was explained in summary at the Indoor Market Committee meeting held on Thursday, 15 March 2018 and full details will be disclosed on your year end statement.

The under recovery of actual expenditure to budgeted service charge invoiced for the service charge year 2017/18 will be apportioned to all traders based on square footage occupied and you will be advised of the costs prior to invoicing.

The following measurements are used to calculate both your rent and service charge:

Occupation	Measurement ft ²
Stall [REDACTED]	173.620

A monthly invoice will be raised for these charges in addition to your advertising levy of 2.5% of your service charge total.

These invoices are due for payment on 1st of every month and late payment may jeopardise your occupancy within the market.

Should you require any further clarification, please do not hesitate to contact me.

Yours sincerely



Lynn Thomas

Business Support Supervisor

NEIGHBOURHOODS DIRECTORATE

Our reference: LT/bsu/mrs/im/18-19

Appendix 8

29 March 2019

[REDACTED]
Stall Number(s) [REDACTED]
Bull Ring Indoor Market

Dear [REDACTED]

Re: Service Charge 1 and 2 Overspend 2017/2018**Stall(s)** [REDACTED]

As stated in a letter issued to you on 28 March 2018 a forecast was made of an overall under recovery of actual expenditure to the service charge budget for the financial year 2017/18.

The amount of service charge that was under recovered was calculated at the end of the financial year 2017/18 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant].*

The total under-recovery of service charge 1 was £69,796. This overspend to the budgeted expenditure was explained in summary at the Indoor Market Committee meeting held on Thursday, 15 March 2018 and full details are disclosed on your year-end statement enclosed. The under recovery of actual expenditure to budgeted service charge 1 invoiced for the service charge year 2017/18 less the void element, has been apportioned to all traders based on square footage occupied and the costs of which are detailed in your pack.

There was also an under-recovery of service charge 2 for the year ending 2017/2018. The actual charges for service charge 2 equated to £74,876 and not the estimated £57,500. The total under-recovery of service charge 2 was £17,376, after the repair cost to the counters element of charges has been deducted. This under-recovery has been apportionment over all wet goods traders on their current apportionment basis.

Your apportionment of service charge 1 and 2 has been charged on the attached invoice.

The following measurements were used to calculate this apportionment of service charge 1

Occupation	Measurement ft ²
Stall(s) [REDACTED]	779.31
Store(s) [REDACTED] - 20% weighting	206.00

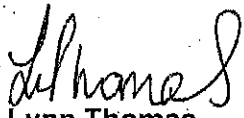
There has been a re-imbursement of advertising levy for the 60% of advertising levy for the year ending 31 March 2018 that went unspent by Birmingham City Council.

In addition to the attached invoice, you will find a credit note for your apportionment of unspent advertising levy. Details of this are also stated in your pack.

The 40% advertising levy is being refunded to the Bull Ring Indoor Market Committee in accordance with the lease.

Also attached is a copy of an independent auditors report for the year ending March 2018 for your information.

Yours sincerely



Lynn Thomas

Senior Officer – Markets Support

Encs.

NEIGHBOURHOODS DIRECTORATE

Our reference: LT/bsu/mrs/im/19-20

10 April 2019

 Stall [REDACTED]
 Bull Ring Indoor Market

Dear [REDACTED]

Re: Service Charge 1 Changes 2019/20

I am writing to inform you of changes to your service charge with effect from 1 April 2019 for:

 Stall [REDACTED]
 Store [REDACTED]

As part of the lease renewal process, an agreement was reached between Birmingham City Council and the Tenants' Association representative (Jonathon Owen, Quarterbridge), that the stall and store measurements taken in 2015 by Midland Survey Limited were to be used to calculate your new rent and service charge figures from May 2017 when your lease renewal commenced.

The service charge budget 2019/20 is being increased from £977,000 to £1,022,735. The increase is based on actual cost of providing services in 2017/18 and 2018/19. The revised budget is detailed on the attached service charge budget document. This results in the price per square foot for your service charge increasing from £39.58 per square foot to £42.12 per square foot.

The increase per square foot is a result of not only the increased budgeted costs but also partially due to traders converting trading space to store room space where only 20% of the square footage is used to calculate the apportionment of the service charge. The total square footage of the market including weightings of 20% for mezzanine stores and dry goods store rooms on the ground floor is now 24,281.16 square feet. This is a reduction of 1.67% compared to 2018/19 and is a result of additional store rooms being introduced on the ground floor.

Service Charge 1	£1,112,408	Service charge shown on Outturn Statement, Period 10 2017/2018
	-£57,500	Service Charge 2
	-£5,673	Less Service Charge applied to perimeter shops
	-£26,500	Less Miscellaneous Utility Invoices charged to individual traders
	£1,022,735	Recoverable Service Charge 1
	24,281.16	Total size of building in sq.ft.
	£42.12	Per Square Foot

continued/..>>

The amount of service charge that is charged on a monthly basis is an estimate of the actual charges recovered and a year-end adjustment will be calculated at the end of the financial year 2019/20 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant].*

The following measurements are used to calculate both your rent and service charge:

Occupation	Measurement ft ²
Stall [REDACTED]	736.220
Store [REDACTED] – 20% weighting	205.40*

*A deduction of 80% will apply to the above store room.

A monthly invoice will be raised for these charges in addition to your advertising levy of 2.5% of your service charge total.

These invoices are due for payment on 1st of every month and late payment may jeopardise your occupancy within the market.

I would also like to bring your attention to Section 3 (Tenant's Covenants) of your lease, particularly 3.2.2 whereby the lease states *that if a Tenant wilfully or negligently damages the premises then the Tenant shall be directly responsible for the cost of the repair or replacement. We intend to charge Tenants where we can evidence that the damage to the premises is due to negligence of the trader.*

Should you require any further clarification, please do not hesitate to contact me.

Yours sincerely



Lynn Thomas
Business Support Supervisor

Enc.

PLACE DIRECTORATE

Our reference: LT/bsu/mrs/im/18-19

28 March 2018

Stall [REDACTED]
Bull Ring Indoor Market

Dear [REDACTED]

Re: Service Charge Changes 2018/19

I am writing to inform you of changes to your service charge with effect from 1 April 2018 for:

Stall [REDACTED]
Store [REDACTED]

As part of the lease renewal process, an agreement was reached between Birmingham City Council and the Tenants' Association representative (Jonathon Owen, Quarterbridge), that the stall and store measurements taken in 2015 by Midland Survey Limited were to be used to calculate your new rent and service charge figures from May 2017 when your lease renewal commenced.

The 2015 measurements for each stall and store within the market, when added together have an overall reduction in the square footage of the market. The service charge budget remains the same as previous years. The total service charge budget is £977K. The budget will be apportioned over a smaller area across all stalls and stores. This results in the price per square foot for your service charge increasing from £36.81 per square foot to £39.58 per square foot.

The total square footage of the market, including weightings of 20% for mezzanine stores and dry goods store rooms on the ground floor, is now 24,677.16 square feet, a reduction of just under 7% due to additional storerooms being introduced on the ground floor where only 20% of the square footage is used to calculate the service charge.

Service Charge 1	£1,091,979.00	Service charge shown on Outturn Statement, Period 10 2017/2018
	-£26,053.00	Less Advertising Levy
	-£57,000.00	Service Charge 2
	-£5,673.00	Less Service Charge applied to perimeter shops
	-£26,500.00	Less Miscellaneous Utility Invoices charged to individual traders
	£976,753.00	Recoverable Service Charge 1
	24,677.16	Total size of building in sq ft
	£39.58	Per Square Foot

continued/..>>

In addition to the amendment to your service charge unit cost, we are forecasting an overall under recovery of actual expenditure to the service charge budget for the financial year 2017/18. The amount of service charge that has been under recovered will be calculated at the end of the financial year 2017/18 in accordance with the lease Fourth Schedule, Part 2, 3a *[In the event of the service charge for the premises exceeding the aggregate amount paid by the tenant for such year the tenant will pay the balance due to the landlord forthwith and in the event of the aggregate amount being greater the excess will be credited by the landlord by way of set-off against the next instalment of service charge due from the tenant]*.

This overspend to the budgeted expenditure was explained in summary at the Indoor Market Committee meeting held on Thursday, 15 March 2018 and full details will be disclosed on your year end statement.

The under recovery of actual expenditure to budgeted service charge invoiced for the service charge year 2017/18 will be apportioned to all traders based on square footage occupied and you will be advised of the costs prior to invoicing.

The following measurements are used to calculate both your rent and service charge:

Occupation	Measurement ft ²
Stall [REDACTED]	736.220
Store [REDACTED] – 20% weighting	87.400*

*A deduction of 80% will apply to the above store room.

A monthly invoice will be raised for these charges in addition to your advertising levy of 2.5% of your service charge total.

These invoices are due for payment on 1st of every month and late payment may jeopardise your occupancy within the market.

Should you require any further clarification, please do not hesitate to contact me.

Yours sincerely



Lynn Thomas
Business Support Supervisor

PLACE DIRECTORATE

Our reference: LT/bsu/mrs/im/18-19sc2

28 March 2018

██████████
Stall ██████████
Bull Ring Indoor Market

Dear ██████████

Re: Service Charge 2 Changes 2018/19

I am writing to inform you of changes to your services charge 2 with effect from 1 April 2018 for stall ██████████ and store room ██████████

The current budget for service charge 2 which relates to the maintenance and upkeep of the refrigeration plant is £57,500.00.

A management decision has been made to not charge for any repairs to the refrigerated counters.

As shown in the table below the amount of service charge 2 that is recoverable is £16,896.19 plus £17,154.63 = an annual charge recoverable across the whole of the "wet goods" traders of £34,050.82

	Actual Annual Charge	Actual Monthly Charge
Stalls – Ground	£16,896.19	£1,408.02
Stalls – Counter	£23,449.18	£1,954.10
Mezzanine – Dry	0.00	0.00
Mezzanine – Wet	£17,154.63	£1,429.55
	£57,500.00	£4,791.67

Your charges are based on the non-counter areas you occupy, these measurements were provided in 2015 by Midland Survey Limited.

Please see attached appendices of measurements.

A monthly invoice will be raised for these charges in addition to your advertising levy of 2.5% of your service charge total.

These invoices are due for payment on 1st of every month and late payment may jeopardise your occupancy within the market.

Yours sincerely



Lynn Thomas
Business Support Supervisor

Enc.

