

RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 28 April 2025

PRESENT: Councillors A Cooper (Chairman), J Bennett, Mrs C Broomfield, M Broomfield, Mrs A Cooper, G Lee, Mrs S Partridge, D Rogers and P Warren

In attendance: Councillors J Ceiriog-Hughes, Ms M Revell, Mrs C Stevens, Mrs C Harris (Meeting Clerk), Mrs C Ward (Clerk of the Council) and Ms R Costan (Deputy Clerk)

31/25 APOLOGIES FOR ABSENCE

There were no apologies for absence.

32/25 DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

33/25 MINUTES

The Minutes of the Meeting held on 24 March 2025 were signed by the Chairman as a correct record.

34/25 RECONCILED BANK BALANCES AS AT 31 MARCH 2025

The Committee NOTED the Council's Reconciled Bank Balances as at 31 March 2025, as verified by Councillor Warren.

A copy of the Reconciled Bank Balances is attached and forms a part of these Minutes.

35/25 PAYMENT OF ACCOUNTS

The Committee retrospectively APPROVED the payment of the Monthly Accounts.

A copy of the Accounts is attached and forms a part of these Minutes.

Councillor Lee then advised the Committee that he had raised the question of the cost of the BT telephone account with the Finance Manager (RFO), as this was in excess of £750.00 inclusive of VAT, per annum.

The Finance Manager (RFO) advised the Committee that she had now cancelled the telephone contract with BT for the Youth Centre. She said that this telephone line, until recently, had facilitated the Red Care Fire Alarm Service, which had now been digitalised, as well as being used by the Caretaker to stand the Call Centre down when testing the fire alarms each week. She said that the Caretaker now used his Council mobile telephone for this purpose.

The Committee was pleased to NOTE this information.

36/25 MONTHLY BUDGET REPORT TO 31 MARCH 2025

The Committee NOTED the Monthly Budget Report which had been previously circulated to all Members.

37/25 HALLOWEEN EVENT HELD ON 28 OCTOBER 2022

The Finance Manager (RFO) advised the Committee that the sum of £895.15, raised from the Halloween Street Fayre held on 28 October 2022, originally towards specialist equipment to support Twin to Twin Transfusion Syndrome (TTTS) pregnancies at St George’s Hospital, was still held in the Council’s General Fund. She said that the cheque had never been presented for payment and, therefore, its validity had subsequently expired.

She then asked the Committee if it wished to now consider either donating the aforementioned sum to the St George’s Hospital Trust, in aid of antenatal care or, alternatively, to an associated Registered Charity, namely Twins Trust, which specifically supported multiple birth families and worked in collaboration with St George’s Hospital.

After much deliberation, the Committee RECOMMENDED that the donation should be made to the Twins Trust, in view of the fact that it specialised in supporting these and other types of complex multiple birth pregnancies.

38/25 ST PETER AND ST PAUL’S PANTRY - SURVEY RESULTS

The Committee NOTED the email correspondence from Grace, Charlie and the Pantry Team and the Survey Results contained within.

39/25 EXCLUSION OF THE PUBLIC AND PRESS

The Committee, pursuant to Section 100 of the Local Government Act 1972, RECOMMENDED that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

40/25 VACANT POST - MUSEUM

The Committee considered a Report prepared by the Clerk of the Council.

Following a further discussion, the Committee RECOMMENDED that the Clerk of the Council's Report be APPROVED.

There being no further business the Meeting concluded at 6.40 pm.

Chairman: **Date:**

Rustington Parish Council

Reconciled Balances as at 31 March 2025

NatWest Bank:-		
Current Account	£	14,328.85 ✓
Imprest Account	£	1,298.89 ✓
Reserve Accounts:		
General Fund	£	117,168.55 ✓
35-Day Notice (276) - Earmarked Reserves	£	10,938.08 ✓
35-Day Notice (284)	£	236,763.98 ✓
35-Day Notice (670) - Section 106 Funds	£	21,583.34 ✓
Museum Reserve	£	2,826.76 ✓
Plant Equipment Renewal	£	4,153.61 ✓
Capital Accounts:		
Opportunity and Special Purchases	£	1,515.50 ✓
CCLA:		
Capital Account:		
Public Sector Deposit Fund	£	100,000.00 ✓
<i>Monthly Dividends Credited from PSDA into Nationwide Account</i>		
Nationwide Building Society:		
Capital Account:		
35-Day Saver	£	123,909.17 ✓
Petty Cash	£	220.44
Total in Accounts		£ 634,707.17
Un-Reconciled Payments		£ 615.40
Grand Total		£ 634,091.77

Checked against Bank Statements

12/04/2025

Councillor P Warren (FGP)

Rustington Parish Council

MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL

28 April 2025

Date: 25/03/2025
Time: 15:19:37

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

Page: 1

Supplier From:
Supplier To: ZZZZZZZZ
Transaction From: 1
Transaction To: 99,999,999

Date From: 01/03/2025
Date To: 31/03/2025

A/C: ANSCOMB Name: Mr K Anscombe

No	Type	Date	Ref	Details	Amount	Outstanding
95778	PI	21/03/2025	18747	Premises Checks & Other Tasks - Mar-25	1,193.42	1,193.42
Total:						<u>1,193.42</u>

A/C: BAYSTUDI Name: Bay Studio Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
95797	PI	13/03/2025	18748	Supply/Fit Sponsorship Sign - BJP Carpentry	156.00	156.00
Total:						<u>156.00</u>

A/C: BERNHAR Name: Bernhard's Sports Surfaces Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
95798	PI	20/03/2025	18749	Supply/Fit Bike Racks x4 - Rec.Ground	510.00	510.00
95799	PI	21/03/2025	18750	MUGA Refurbishment - Rec.Ground - Final Payment	40,027.24	40,027.24
Total:						<u>40,537.24</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
95800	PI	13/03/2025	18751	Public Toilet Cleansing Contract - Feb - inc T.Rolls	4,222.92	4,222.92
Total:						<u>4,222.92</u>

A/C: DTECTFIR Name: D-TECT Fire & Security

No	Type	Date	Ref	Details	Amount	Outstanding
95802	PI	13/03/2025	18752	Callout - CCTV Recording Fault - W.Centre	108.00	108.00
Total:						<u>108.00</u>

A/C: FERRING Name: Ferring Nurseries

No	Type	Date	Ref	Details	Amount	Outstanding
95803	PI	21/03/2025	18753	Maintenance & Floral Contract - Mar	4,631.23	4,631.23
Total:						<u>4,631.23</u>

A/C: GOODDIRE Name: Good Directions Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
95804	PI	17/03/2025	18754	Repair Memorial Clock - Village	438.60	438.60
Total:						<u>438.60</u>

A/C: SIGMA Name: Sigma Plumbing Services

No	Type	Date	Ref	Details	Amount	Outstanding
95806	PI	20/03/2025	18755	Maint/Tasks (Mar) inc. Office Post/Courier inc. adhoc delive	680.00	680.00
Total:						<u>680.00</u>

A/C: WOODHOU Name: BardHVAC UK Ltd t/aWoodhouse

No	Type	Date	Ref	Details	Amount	Outstanding
95815	PI	13/03/2025	18756	Maintenance of Air Conditioning Unit - SWC	596.64	596.64
Total:						<u>596.64</u>

Grand Total 52,564.05

Date: 15/04/2025

Time: 13:55:10

Rustington Parish Council

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Supplier Invoices Recommended Payments/Payments Made

Supplier From:
Supplier To: ZZZZZZZZ
Transaction From: 1
Transaction To: 99,999,999

Date From: 19/03/2025
Date To: 30/04/2025

A/C: ARUNBUS Name: Arun Business Supplies

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96161	PI	03/04/2025	18768	Stationery	540.10	540.10
Total:						<u>540.10</u>

A/C: BAILEYPA Name: Paul Bailey

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96299	PI	11/04/2025	18819	Sand/Paint x11 Public Seats etc	350.00	350.00
Total:						<u>350.00</u>

A/C: BARKERSE Name: Barkers Electrical (Rustington) Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96301	PI	11/04/2025	18820	Monthly Electrical Maintenance, ELT & Works - All Centres	323.00	323.00
Total:						<u>323.00</u>

A/C: BEGLINMA Name: Mr M Beglin

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96163	PI	01/04/2025	18769	Piano Tuning - VMH - W.Centre	80.00	80.00
Total:						<u>80.00</u>

A/C: BOLLARDS Name: Bollard Security Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96164	PI	04/04/2025	18770	Replace Bollard Lock - WPSF	222.00	222.00
Total:						<u>222.00</u>

A/C: BROADBA Name: Essanet Ltd t/a Broadbandbyers.com

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96165	PI	02/04/2025	18771	Ubiquiti U7-Pro (Firewall) - All Sites	2,235.85	2,235.85
Total:						<u>2,235.85</u>

A/C: COLLINSP Name: Mr P Collins

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96169	PI	01/04/2025	18772	PCI Vulnerabilities Software - Yearly Maint. (Worldpay) etc	2,335.00	2,335.00
Total:						<u>2,335.00</u>

A/C: FOREMOS Name: Foremost Pro Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96174	PI	02/04/2025	18773	Heavy Duty Black Sacks - Rec.Ground	98.54	98.54
Total:						<u>98.54</u>

A/C: GRUNDON Name: Grundon Waste Management Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96175	PI	31/03/2025	18774	Wheelie Bins - SWC/Museum	114.92	114.92
96177	PI	31/03/2025	18775	Wheelie Bins - Rec.Ground/Y.Centre	129.96	129.96
96179	PI	31/03/2025	18776	Wheelie Bins - W.Centre/Offices	289.27	289.27
Total:						<u>534.15</u>

Date: 15/04/2025
Time: 13:55:10

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

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A/C: INITIALW Name: Rentokil Initial UK Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
96181	PI	01/04/2025	18777	Safety Mats to 15-Jul	381.71	381.71
Total:						<u>381.71</u>

A/C: MICROSOFT Name: Microsoft Ireland Operations Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
96183	PI	03/04/2025	18778	Online Services - Office 365 - 03-Mar to 02-Apr	540.80	540.80
Total:						<u>540.80</u>

A/C: PAINEM Name: Paine Manwaring Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
96190	PI	27/03/2025	18779	Call Out - Boiler (Replaced Thermostat) - Y.Centre	200.98	200.98
Total:						<u>200.98</u>

A/C: PHSGROU Name: PHS Group

No	Type	Date	Ref	Details	Amount	Outstanding
96191	PI	01/04/2025	18780	Sani Dispos/Saniwipe/Air Fresh - Office	1,156.20	1,156.20
96193	PI	04/04/2025	18781	Hand Sanitiser - Office	350.54	350.54
96194	PI	01/04/2025	18782	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - W.Cent Ext	856.33	856.33
96195	PI	01/04/2025	18783	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - Churchill	1,139.90	1,139.90
96196	PI	01/04/2025	18784	Low Risk Waste - The Street Toilets	183.62	183.62
96197	PI	01/04/2025	18785	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - Broadmark	740.88	740.88
96198	PI	01/04/2025	18786	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - W.Centre	2,355.08	2,355.08
96199	PI	01/04/2025	18787	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - SWC	1,401.20	1,401.20
96201	PI	01/04/2025	18788	Sani Dispos/Low Risk Waste/Air Fresh/Hand Sani -	1,063.96	1,063.96
Total:						<u>9,247.71</u>

A/C: POSTOFF Name: Banner Group Limited

No	Type	Date	Ref	Details	Amount	Outstanding
96202	PI	01/04/2025	18789	Postage Stamps	429.99	429.99
Total:						<u>429.99</u>

A/C: RIALTAS Name: Rialtas Business Solutions Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
96204	PI	01/04/2025	18790	Allotment Software Support & Maint Agreement to	457.20	457.20
Total:						<u>457.20</u>

A/C: RICHMOO Name: Richard Moore Tree Surgery & Garden

No	Type	Date	Ref	Details	Amount	Outstanding
96305	PI	09/04/2025	18821	Remove/Dispose Horse Chestnut Tree - o/s The Street	900.00	900.00
Total:						<u>900.00</u>

A/C: SCOTTAY Name: Scott Taylor Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
96207	PI	07/04/2025	18791	Revision for Cost Plan & Co-Ordination & Attend Meeting	810.00	810.00
Total:						<u>810.00</u>

Date: 15/04/2025
Time: 13:55:10

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

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A/C: SOUTHCLE Name: Southern Cleaning Services

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96208	PI	31/03/2025	18792	Contract Cleaning - 28-Feb to 28-Mar - W.Centre & Offices	1,800.00	1,800.00
96209	PI	31/03/2025	18793	Machine Scrub & Clean VMH Floor x2 - Mar	140.40	140.40
Total:						<u>1,940.40</u>

A/C: SOUTHCO Name: Southern Counties Jan.Supp.Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96210	PI	01/04/2025	18794	Cleansing Materials - Various Sites	457.02	457.02
Total:						<u>457.02</u>

A/C: SOUTHCO Name: South Coast Coffee Co

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96214	PI	02/04/2025	18795	Office Supplies	156.00	156.00
Total:						<u>156.00</u>

A/C: SOUTHMO Name: Southern Mobility Centres Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96215	PI	25/03/2025	18796	Service Hoist - The Street Toilets	72.00	72.00
Total:						<u>72.00</u>

A/C: STOREPR Name: Store Property Investments Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96216	PI	31/03/2025	18797	Building Insurance to 30-Mar-26 - SWC	1,439.74	1,439.74
Total:						<u>1,439.74</u>

A/C: TRADEUK Name: Trade UK

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96218	PI	19/03/2025	18798	Paint Brush & Clean Spirit - Rec.Ground	16.38	16.38
96219	PI	25/03/2025	18799	Cabin Hook - Y.Centre	4.49	4.49
96220	PI	07/04/2025	18800	Drive Socket Set - Rec.Ground Inc. Bolts, Nuts & Washers	48.88	48.88
Total:						<u>69.75</u>

A/C: WARDJAC Name: Mrs J Ward

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96223	PI	10/04/2025	18802	Deep Clean Kitchens & Tables - W.Centre Inc. Office	108.00	108.00
Total:						<u>108.00</u>

A/C: WELCHANI Name: Anita Welch

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96306	PI	11/04/2025	18822	Sand/Paint x11 Public Seats etc	350.00	350.00
Total:						<u>350.00</u>

A/C: WELMEDIC Name: WEL Medical Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96308	PI	11/04/2025	18823	DefibSafe 2 External Cabinet (Customised) - Sea Lane	635.94	635.94
Total:						<u>635.94</u>

Date: 15/04/2025

Time: 13:55:10

Rustington Parish Council

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Supplier Invoices Recommended Payments/Payments Made

A/C: WORLDPA Name: Worldpay Limited

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96222	PI	01/04/2025	18801	Subscription Fee - Apr-25	11.94	11.94
Total:						<u>11.94</u>

A/C: WSALC Name: West Sussex ALC Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
96225	PI	01/04/2025	18803	WSALC/NALC Subscriptions - 2025/26	2,794.88	2,794.88
Total:						<u>2,794.88</u>
Grand Total						<u>27,722.70</u>

Date: 25/03/2025

Rustington Parish Council

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Time: 15:25:49

Current Account - Recommended Payments/Payments Made

Date From: 01/03/2025
Date To: 31/03/2025

Bank From: 1200
Bank To: 1200

Transaction From: 95,817
Transaction To: 99,999,999

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Bank: 1200 Currency: Pound Sterling

No	Type	N/C	Date	Ref	Details	Net	Tax	Gross	
95817	BP	2103	25/03/2025	18757 - BankPay	R.Board - Deposit Refund - W.Centre	50.00	0.00	50.00	
95818	BP	7202	19/03/2025	DD - 18758 (3693)	Business Stream - Water - Penfold Allots to 04-Mar - Est	314.14	0.00	314.14	
95819	BP	7203	26/03/2025	DD - 18759	SSE - Electric - W.Centre - to 27-Feb - SM	759.15	151.83	910.98	
95820	BP	7203	26/03/2025	DD - 18760	SSE - Electric - Broadmark Toilets - to 27-Feb - SM	68.71	3.44	72.15	
95821	BP	7203	26/03/2025	DD - 18761	SSE - Electric - Churchill Toilets - to 27-Feb - SM	266.67	13.33	280.00	
95822	BP	7203	26/03/2025	DD - 18762	SSE - Electric - The Street Toilets - to 27-Feb - SM	63.18	3.16	66.34	
95823	BP	7203	26/03/2025	DD - 18763	SSE - Electric - Offices - to 28-Feb - SM	122.11	6.11	128.22	
95824	BP	7203	26/03/2025	DD - 18764	SSE - Electric - Y.Centre - to 27-Feb - SM	197.41	9.87	207.28	
95825	BP	7203	26/03/2025	DD - 18765	SSE - Electric - SWC - to 28-Feb - SM	292.43	58.48	350.91	
95826	BP	7203	26/03/2025	DD - 18765	SSE - Electric - Museum - to 28-Feb - SM	292.44	58.49	350.93	
95829	BP	7310	01/03/2025	DD - TV L	TV Licence - Youth Centre	15.00	0.00	15.00	
95830	BP	7321	18/03/2025	DD - Sage	Sage - People Manager	68.60	13.72	82.32	
Totals						£	2,509.84	318.43	2,828.27

Date: 15/04/2025
Time: 14:22:59

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

Date From: 31/03/2025
Date To: 30/04/2025

Transaction From: 96,152
Transaction To: 99,999,999

Dept From: 0
Dept To: 999

Bank From: 1200
Bank To: 1200

N/C From:
N/C To: 99999999

Bank:	1200		Currency:	Pound Sterling					
No	Type	N/C	Date	Ref	Details	Net	Tax	Gross	
96152	BP	6101	31/03/2025	18767 - BankPay	Sx West County Guide Choir - Donation - Carol Concert	150.00	0.00	150.00	
96226	BP	2103	11/04/2025	18804 - WorldPay	RNLI L'ton (Ballantyne) - Deposit Refund - W.Centre	200.00	0.00	200.00	
96227	BP	2103	11/04/2025	18805 - BankPay	L'ton & District Camera Club - Deposit - W.Centre	200.00	0.00	200.00	
96228	BP	6103	11/04/2025	18806 - BankPay	Arun & Chichester CAB - Grant Aid 2025/26	1,500.00	0.00	1,500.00	
96229	BP	7310	11/04/2025	18807 - BankPay	CPRE - Annual Membership to 30-Apr-26	60.00	0.00	60.00	
96230	BP	6105	11/04/2025	18808 - BankPay	L'ton District Lions Club - R'ton Street Fair 2025 - Grant A	1,250.00	0.00	1,250.00	
96231	BP	7300	15/04/2025	DD - 18809 (...)	BT - Office Mobile (Emergency Phone)	13.12	2.63	15.75	
96232	BP	7300	15/04/2025	DD - 18809 (...)	BT - LAA Officer Mobile	13.12	2.62	15.74	
96233	BP	7202	21/04/2025	DD - 18810 (7040)	Business Stream - Water - SWC to 05-Apr - Est	107.38	0.00	107.38	
96234	BP	7202	21/04/2025	DD - 18810 (7040)	Business Stream - Water - to 05-Apr (30% of SWC)	46.02	0.00	46.02	
96235	BP	7204	18/04/2025	DD - 18811 (...)	Crown Gas & Power - Gas - W.Centre - R1 to 01-Apr	1,125.54	56.28	1,181.82	
96236	BP	7204	18/04/2025	DD - 18812 (...)	Crown Gas & Power - Gas - W.Centre - R2 to 01-Apr	88.37	4.42	92.79	
96237	BP	7204	18/04/2025	DD - 18813 (...)	Crown Gas & Power - Gas - Y.Centre to 01-Apr	211.64	10.58	222.22	
96238	BP	7321	01/04/2025	DD - 18814	Sage - Finance Support Package - Apr	480.50	96.10	576.60	
96239	BP	7130	23/04/2025	DD - 18815	WorldPay - Monthly Transactions Fee for Mar (65%)	16.75	0.00	16.75	
96240	BP	7130	23/04/2025	DD - 18815	WorldPay - Monthly Transactions Fee for Mar (25%)	6.44	0.00	6.44	
96241	BP	7130	23/04/2025	DD - 18815	WorldPay - Monthly Transactions Fee for Mar (10%)	2.58	0.00	2.58	
96242	BP	7130	23/04/2025	DD - 18815	WorldPay - Monthly Payment Approvals	0.37	0.07	0.44	
96243	BP	7130	23/04/2025	DD - 18815	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80	
96244	BP	6111	14/04/2025	DD - 18816 - NW1	Amazon - Pheasant Feathers - Easter Craft Event -	4.16	0.83	4.99	
96245	BP	6111	14/04/2025	DD - 18816 - NW1	Amazon - Pheasant Feathers & Peg Board - Easter Craft	27.31	5.46	32.77	
96246	BP	7320	14/04/2025	DD - 18816 - NW1	Amazon - Clipboards x10 - Office	12.46	2.49	14.95	
96247	BP	6111	14/04/2025	DD - 18816 - NW1	Amazon (Jiu...) - Adhesive Dots - Easter Craft Event -	2.74	0.55	3.29	
96248	BP	7303	14/04/2025	DD - 18816 - NW1	Amazon (Shenz...) - Union Jack Flags x6 - Village	22.47	4.50	26.97	
96249	BP	7303	14/04/2025	DD - 18816 - NW1	Amazon (Autocamp) - West Sussex Flag - Village	6.66	1.33	7.99	
96250	BP	7207	14/04/2025	DD - 18816 - NW1	Amazon (Hydra...) - Hydra Water Feature Cleaner - SWC	20.37	4.08	24.45	
96251	BP	7303	14/04/2025	DD - 18816 - NW1	Amazon (Autocamp) - West Sussex Flags x2 - Village	13.32	2.66	15.98	
96252	BP	7209	14/04/2025	DD - 18816 - NW1	Wickes - Gate & Fencing - W.Centre	177.30	35.45	212.75	
96253	BP	7303	14/04/2025	DD - 18816 - NW1	Amazon (Hang...) - First Aid Kit - Rec.Ground	11.90	2.38	14.28	
96254	BP	7303	14/04/2025	DD - 18816 - NW1	B&Q - Rubber Mat - SWC	15.79	3.16	18.95	
96255	BP	7348	14/04/2025	DD - 18816 - NW1	Amazon (ILFD...) - Union Jack Bowler Hats x24 - VE Day	18.74	3.75	22.49	
96256	BP	7206	14/04/2025	DD - 18816 - NW1	Amazon (Springwell...) - Urinal Smartflush - JdB -	155.00	31.00	186.00	
96257	BP	5001	14/04/2025	DD - 18816 - NW1	Amazon (Zhong...) - Olaymey Clothes Steamer - Museum	10.73	2.15	12.88	
96258	BP	7348	14/04/2025	DD - 18816 - NW1	Amazon - VE Day Flags x4 & Union Jack Bunting x5 -	49.02	9.80	58.82	
96259	BP	7206	14/04/2025	DD - 18816 - NW1	Amazon - M8 x 20m Bolts x2 - W.Centre	5.24	1.05	6.29	
96260	BP	7348	14/04/2025	DD - 18816 - NW1	Amazon - Command Hooks x5 - VE Day Concert	15.75	3.15	18.90	
96261	BP	7348	14/04/2025	DD - 18816 - NW1	Amazon - World War Couple Cut Out - VE Day Concert	31.31	6.26	37.57	
96262	BP	7348	14/04/2025	DD - 18816 - NW1	Home Bargains - Raffle Prizes - VE Day Concert	8.32	1.66	9.98	
96263	BP	7348	14/04/2025	DD - 18816 - NW1	Home Bargains - Raffle Prizes - VE Day Concert	4.98	0.00	4.98	
96264	BP	7104	14/04/2025	DD - 18817 - NW1	Sainsbury's - Refreshments - Annual Assembly	199.58	39.92	239.50	
96265	BP	7104	14/04/2025	DD - 18817 - NW1	Sainsbury's - Refreshments - Annual Assembly	13.45	0.00	13.45	
96266	BP	6017	14/04/2025	DD - 18818 - NW1	BP Rustington - Plant Fuel	25.81	5.16	30.97	
96267	BP	5007	14/04/2025	DD - 18818 - NW1	BP Rustington - Diesel - Council Vehicle	53.46	10.69	64.15	
96268	BP	6017	14/04/2025	DD - 18818 - NW1	BP Rustington - Plant Fuel	32.88	6.58	39.46	
96332	BP	7310	01/04/2025	DD - TV L	TV Licence - Youth Centre	15.00	0.00	15.00	
96333	BP	7321	18/04/2025	DD - Sage	Sage - People Manager	68.60	13.72	82.32	
96334	BP	7201	24/04/2025	DD - ADC	ADC - Rates - R'ton Youth Centre	474.50	0.00	474.50	
96335	BP	7201	25/04/2025	DD - ADC	ADC - Rates - The Woodlands Centre	646.00	0.00	646.00	
96336	BP	7201	25/04/2025	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	146.60	0.00	146.60	
96337	BP	7201	26/04/2025	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	146.60	0.00	146.60	
Totals						£			
						<u>7,911.88</u>	<u>371.28</u>	<u>8,283.16</u>	

Rustington Parish Council
Bank Payment Summary - 25 March 2025

Salaries (Gross) - Employees	£ 28,246.47
<i>Includes Mileage Claim (N/Code: 7101)</i>	£ -
Employers - N.I.	£ 2,669.82
Employers - Superann.	£ 2,591.27
Legal & General - Ill Health Liability Insurance	£ -
Total Employers Liabilities	£ 33,507.56
Councillor / Chairman Allowances	£ 2,667.70
Total Liabilities	£ 36,175.26

Rustington Parish Council
Bank Payment Summary - 25 April 2025

Salaries (Gross) - Employees	£ 30,498.40
<i>Includes Mileage Claim (N/Code: 7101)</i>	£ -
Employers - N.I.	£ 3,824.16
Employers - Superann.	£ 2,632.86
Legal & General - Ill Health Liability Insurance	£ 2,165.60
Total Employers Liabilities	£ 36,955.42

Rustington Parish Council
Reconciled Balances as at 31 March 2025

NatWest Bank:-			
Current Account	£	14,328.85	✓
Imprest Account	£	1,298.89	✓
Reserve Accounts:			
General Fund	£	117,168.55	✓
35-Day Notice (276) - Earmarked Reserves	£	10,938.08	✓
35-Day Notice (284)	£	236,763.98	✓
35-Day Notice (670) - Section 106 Funds	£	21,583.34	✓
Museum Reserve	£	2,826.76	✓
Plant Equipment Renewal	£	4,153.61	✓
Capital Accounts:			
Opportunity and Special Purchases	£	1,515.50	✓
CCLA:			
Capital Account:			
Public Sector Deposit Fund	£	100,000.00	✓
<i>Monthly Dividends Credited from PSDA into Nationwide Account</i>			
Nationwide Building Society:			
Capital Account:			
35-Day Saver	£	123,909.17	✓
Petty Cash	£	220.44	
Total in Accounts		£ 634,707.17	
Un-Reconciled Payments		£ 615.40	
Grand Total		£ 634,091.77	

Date: 22/04/2025
Time: 09:26:53

Rustington Parish Council
Current Account - Bank Receipts

Page: 9

Date From: 14/03/2025
Date To: 17/04/2025
Transaction From: 1
Transaction To: 99,999,999
Dept From: 0
Dept To: 999

Bank From: 1200
Bank To: 1200
N/C From:
N/C To: 99999999

Bank:	1200	Currency:	Pound Sterling						
No	Type	N/C	Date	Ref	Details	Net	Tax	Gross	
95756	BR	2102	17/03/2025	Bank Receipt	A.Merrett - Deposit - W.Centre - 27-Apr	50.00	0.00	50.00	
95757	BR	2102	18/03/2025	Card Receipt	M.Jackson - Deposit - Allots - 33 PL	50.00	0.00	50.00	
95758	BR	4043	18/03/2025	Card Receipt	M.Jackson - Rent - Allots - 33 PL	34.50	0.00	34.50	
95765	BR	2102	21/03/2025	Bank Receipt	A.McLachlan (Preston Paddock) - Deposit -	60.00	0.00	60.00	
95766	BR	2102	21/03/2025	Card Receipt	L'ton Muslim Trust - Deposit - W.Centre -	200.00	0.00	200.00	
95767	BR	4061	24/03/2025	102150	Snr Y.Club - Subs - Feb	34.30	0.00	34.30	
95768	BR	4062	24/03/2025	102150	Snr Y.Club - Tuck - Feb	41.95	0.00	41.95	
95769	BR	4040	24/03/2025	102150	Museum - Postcards	0.50	0.10	0.60	
95770	BR	4040	24/03/2025	102150	Museum - Donation (Talk)	5.00	0.00	5.00	
95771	BR	4040	24/03/2025	102150	Museum - R'ton Heritage Christmas Cards	6.67	1.33	8.00	
95772	BR	4040	24/03/2025	102150	Museum - Donation (Talk)	13.25	0.00	13.25	
95773	BR	4040	24/03/2025	102150	Museum - Donation (Talk)	30.00	0.00	30.00	
95774	BR	4040	24/03/2025	102150	Museum - Postcards	2.50	0.50	3.00	
95775	BR	7307	24/03/2025	102150	C.Ward - Staff Reimbursement	2.40	0.00	2.40	
95776	BR	4061	24/03/2025	102150	Snr Y.Club - Subs - Mar	3.50	0.00	3.50	
95777	BR	4062	24/03/2025	102150	Snr Y.Club - Tuck - Mar	5.50	0.00	5.50	
96124	BR	4047	25/03/2025	Bank Receipt	R'ton S&S Club - Rent - 1st Quarter	4,125.00	0.00	4,125.00	
96289	BR	4000	04/04/2025	Bank Receipt	ADC - Precept - First Tranche	393,000.00	0.00	393,000.00	
96290	BR	2102	07/04/2025	Bank Receipt	New Creation Life Ministries - Deposit - SWC -	50.00	0.00	50.00	
96291	BR	2102	09/04/2025	Bank Receipt	Sx Coast Talking News - Deposit - W.Centre -	50.00	0.00	50.00	
96292	BR	7202	09/04/2025	Bank Receipt	Business Stream - Water - Garden Hydrant -	661.26	132.25	793.51	
96293	BR	6011	10/04/2025	Bank Receipt	C & M.Broomfield - Seat Donation - o/s The	1,672.50	0.00	1,672.50	
96294	BR	2102	09/04/2025	Card Receipt	G.Nye - Deposit - W.Centre - 13-Sep	200.00	0.00	200.00	
96414	BR	2102	11/04/2025	102151	Dolphin Court (Arun Office Services) - Deposit	50.00	0.00	50.00	
96415	BR	6011	11/04/2025	Bank Receipt	R'ton In Bloom - Seat Donation - o/s Holmes	1,813.50	0.00	1,813.50	
96416	BR	2102	15/04/2025	Bank Receipt	Blueberry Muffin - Deposit - SWC - 12-Dec	50.00	0.00	50.00	
Totals						£	402,212.33	134.18	402,346.51

Date: 22/04/2025
Time: 09:27:53

Rustington Parish Council
Current Account - Customer Receipts

Date From: 14/03/2025
Date To: 17/04/2025

Bank From: 1200
Bank To: 1200

Transaction From: 1
Transaction To: 99,999,999

Customer From:
Customer To: ZZZZZZZZ

Bank	1200	Currency	Pound Sterling						
No	Type	A/C	Date	Ref	Details	Net	Tax	Gross	
95750	SR	RUSTWI	14/03/2025	Bank Receipt	Sales Receipt	123.00	0.00	123.00	
95751	SR	AGEUKWSX	14/03/2025	Bank Receipt	Sales Receipt	484.00	0.00	484.00	
95752	SR	RNLILTON	17/03/2025	Card Receipt	Sales Receipt	106.00	0.00	106.00	
95753	SA	LHDISCAM	19/03/2025	Card Receipt	Payment on Account	189.55	0.00	189.55	
95754	SR	BJPCARPE	19/03/2025	Bank Receipt	Sales Receipt	456.00	0.00	456.00	
95755	SA	MERRETT	20/03/2025	Bank Receipt	Payment on Account	55.00	0.00	55.00	
95759	SR	WOODTTC	21/03/2025	102149	Sales Receipt	477.75	0.00	477.75	
95760	SR	NARPO	21/03/2025	102149	Sales Receipt	102.00	0.00	102.00	
95761	SR	RUSTPLSC	21/03/2025	Bank Receipt	Sales Receipt	516.00	0.00	516.00	
95762	SR	RUSTPLSC	21/03/2025	Bank Receipt	Sales Receipt	168.00	0.00	168.00	
95764	SA	SPANNERS	21/03/2025	Card Receipt	Payment on Account	158.00	0.00	158.00	
96104	SR	RUSTWI	20/03/2025	Bank Receipt	Sales Receipt	123.00	0.00	123.00	
96105	SR	VIRTUOSO	26/03/2025	Bank Receipt	Sales Receipt	387.50	0.00	387.50	
96106	SR	THEATREA	26/03/2025	Bank Receipt	Sales Receipt	560.00	0.00	560.00	
96107	SR	SLIMWORL	26/03/2025	Bank Receipt	Sales Receipt	261.36	0.00	261.36	
96108	SR	ARUNU3A	27/03/2025	Bank Receipt	Sales Receipt	90.00	0.00	90.00	
96109	SR	ARUNU3A	27/03/2025	Bank Receipt	Sales Receipt	987.00	0.00	987.00	
96110	SR	SHORTMAT	27/03/2025	Bank Receipt	Sales Receipt	586.50	0.00	586.50	
96111	SR	ALZHEIME	28/03/2025	Bank Receipt	Sales Receipt	45.00	0.00	45.00	
96112	SR	RUSTWI	28/03/2025	Bank Receipt	Sales Receipt	123.00	0.00	123.00	
96113	SR	PLAYERS	28/03/2025	Bank Receipt	Sales Receipt	1,041.00	0.00	1,041.00	
96114	SR	PLAYERS	28/03/2025	Bank Receipt	Sales Receipt	85.00	0.00	85.00	
96115	SA	LHDISCAM	27/03/2025	Card Receipt	Payment on Account	23.64	0.00	23.64	
96116	SR	ARUNHER	28/03/2025	Bank Receipt	Sales Receipt	59.50	0.00	59.50	
96117	SR	ARUNFAIR	28/03/2025	Bank Receipt	Sales Receipt	301.00	0.00	301.00	
96119	SR	HOBDENS	31/03/2025	Bank Receipt	Sales Receipt	51.00	0.00	51.00	
96120	SR	HERITAGE	31/03/2025	Bank Receipt	Sales Receipt	39.00	0.00	39.00	
96121	SR	DRISCOLL	31/03/2025	Bank Receipt	Sales Receipt	204.00	0.00	204.00	
96122	SR	TATERON	31/03/2025	Bank Receipt	Sales Receipt	462.00	0.00	462.00	
96123	SR	BABYSUPE	31/03/2025	Bank Receipt	Sales Receipt	132.00	0.00	132.00	
96150	SA	LHMUSTRU	21/03/2025	TWC - 431	Payment on Account	110.73	0.00	110.73	
96269	SR	RNID	02/04/2025	Bank Receipt	Sales Receipt	52.50	0.00	52.50	
96270	SR	DANCEBEA	03/04/2025	Bank Receipt	Sales Receipt	280.00	0.00	280.00	
96271	SR	RUSHORTI	01/04/2025	Bank Receipt	Sales Receipt	313.00	0.00	313.00	
96272	SR	RCCGOASI	04/04/2025	Bank Receipt	Sales Receipt	270.00	0.00	270.00	
96273	SR	YASYOGA	04/04/2025	Bank Receipt	Sales Receipt	385.00	0.00	385.00	
96274	SR	RCCGOASI	04/04/2025	Bank Receipt	Sales Receipt	108.00	0.00	108.00	
96275	SR	AGEUKWSX	04/04/2025	Bank Receipt	Sales Receipt	605.00	0.00	605.00	
96276	SR	ALZHEIME	04/04/2025	Bank Receipt	Sales Receipt	45.00	0.00	45.00	
96277	SR	BARCLAYS	04/04/2025	Bank Receipt	Sales Receipt	2,559.44	0.00	2,559.44	
96278	SR	ADFAS	07/04/2025	Bank Receipt	Sales Receipt	88.00	0.00	88.00	
96279	SA	NEWCREAT	07/04/2025	Bank Receipt	Payment on Account	150.00	0.00	150.00	
96280	SR	PRICESUS	07/04/2025	Bank Receipt	Sales Receipt	105.34	0.00	105.34	
96281	SA	PRICESUS	07/04/2025	Bank Receipt	Payment on Account	18.66	0.00	18.66	
96282	SR	ADFAS	07/04/2025	Bank Receipt	Sales Receipt	335.00	0.00	335.00	
96283	SR	WRIGHTMA	08/04/2025	Bank Receipt	Sales Receipt	207.00	0.00	207.00	
96284	SR	CANCERUN	09/04/2025	Bank Receipt	Sales Receipt	147.00	0.00	147.00	
96285	SR	GODDARDK	09/04/2025	Bank Receipt	Sales Receipt	66.00	0.00	66.00	
96286	SR	ARUNHER	09/04/2025	Bank Receipt	Sales Receipt	59.50	0.00	59.50	
96287	SA	SXCTNEWS	10/04/2025	Bank Receipt	Payment on Account	33.00	0.00	33.00	
96288	SR	O'SULLIV	07/04/2025	Card Receipt	Sales Receipt	150.00	0.00	150.00	
96408	SR	WOODTTC	11/04/2025	102151	Sales Receipt	409.50	0.00	409.50	
96409	SR	GUIDES2	11/04/2025	Bank Receipt	Sales Receipt	1,553.33	0.00	1,553.33	
96410	SA	SPANNERS	15/04/2025	Bank Receipt	Payment on Account	24.00	0.00	24.00	
96411	SR	STOREP	16/04/2025	Bank Receipt	Sales Receipt	980.06	0.00	980.06	
96412	SA	MUNDANGE	14/04/2025	Bank Receipt	Payment on Account	105.34	0.00	105.34	
96413	SA	LHDISCAM	15/04/2025	Bank Receipt	Payment on Account	424.00	0.00	424.00	
Totals						£	17,981.20	0.00	17,981.20