

# Rustington Parish Council

## **MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL**

Date: 20/05/2021  
Time: 14:28:28

**Rustington Parish Council**  
**Supplier Invoices Paid**

Page: 1

*(Delegated Authority Policy - due to Coronavirus (Covid-19) Pandemic)*

Supplier From:  
Supplier To: ZZZZZZZZ  
Transaction From: 72,266  
Transaction To: 99,999,999

Date From: 06/05/2021  
Date To: 30/05/2021

A/C: ANSCOM Name: Mr K Anscombe

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72266	PI	17/05/2021	15621	Security Charges	1,065.76	1,065.76
<b>Total:</b>						<u>1,065.76</u>

A/C: GRAHAM Name: Saint-Gobain Build. Dist. Ltd T/A

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72274	PI	06/05/2021	15622	Taps - Public Toilets - BL & WC	85.49	85.49
<b>Total:</b>						<u>85.49</u>

A/C: SIGMA Name: Sigma Plumbing Services

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72276	PI	22/05/2021	15623	Maint/Tasks (May) inc. Clean Shelters (Beach & Bus)	730.00	730.00
<b>Total:</b>						<u>730.00</u>

A/C: STONERJ Name: Mr J Stoner

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72289	PI	14/05/2021	15624	Window Cleaning - W.Centre & Y.Centre	300.00	300.00
<b>Total:</b>						<u>300.00</u>
<b>Grand Total</b>						<u>2,181.25</u>

Date: 01/06/2021  
Time: 11:42:58

**Rustington Parish Council**

**Supplier Invoices Paid**

*(Delegated Authority Policy - due to Coronavirus (Covid-19) Pandemic)*

Supplier From:  
Supplier To: ZZZZZZZZ  
Transaction From: 72,383  
Transaction To: 99,999,999

Date From: 30/04/2021  
Date To: 01/06/2021

A/C: APPLECA Name: Applecarte Creative Group Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72383	PI	30/04/2021	15628	Newsletter Delivery	564.84	564.84
					<b>Total:</b>	<u>564.84</u>

A/C: BARCOM Name: Barcombe Landscapes Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72384	PI	15/05/2021	15629	Various Grounds Maint. to incl. Mowing Rec.Ground	4,752.00	4,752.00
					<b>Total:</b>	<u>4,752.00</u>

A/C: BARKER 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>
72399	PI	25/05/2021	15630	Supply/fit Emergency LED Drum - Stage Area - VMH	84.00	84.00
					<b>Total:</b>	<u>84.00</u>

A/C: BROADB Name: Broadbandbyers.co.uk

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72400	PI	25/05/2021	15631	Firewall & Wi-Fi Annual Licences - SWC	277.45	277.45
					<b>Total:</b>	<u>277.45</u>

A/C: CAME&C Name: Came & Company

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72402	PI	11/05/2021	15632	Engineering Insurance - Boilers/Lifts	480.20	480.20
					<b>Total:</b>	<u>480.20</u>

A/C: COLLINS 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>
72404	PI	12/05/2021	15633	Annual Anti-Virus Software etc.	854.00	854.00
					<b>Total:</b>	<u>854.00</u>

A/C: CONVSE Name: Convenience Services Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72406	PI	28/05/2021	15634	Timber Framed Executive Toilet Cabin - B.Lane	14,011.20	14,011.20
					<b>Total:</b>	<u>14,011.20</u>

A/C: JEWSON Name: Saint-Gobain Build. Dist. Ltd T/A

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72407	PI	14/05/2021	15635	Drill Bit & Screw Bolts - Litter Bin Installation -	20.62	20.62
					<b>Total:</b>	<u>20.62</u>

A/C: STANNA Name: Stannah Lift Services Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72408	PI	24/05/2021	15636	Lift Servicing to 23-Aug - Y.Centre	299.75	299.75
					<b>Total:</b>	<u>299.75</u>

Date: 01/06/2021  
Time: 11:42:58

**Rustington Parish Council**  
**Supplier Invoices Paid**

*(Delegated Authority Policy - due to Coronavirus (Covid-19) Pandemic)*

A/C: WSCC    Name: West Sussex County Council

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72409	PI	21/05/2021	15637	Street Lighting Maintenance to 31-Mar-21	3,063.84	3,063.84
					<b>Total:</b>	<u>3,063.84</u>
					<b>Grand Total</b>	<u>24,407.90</u>

Date: 14/06/2021

Time: 16:44:59

**Rustington Parish Council**

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**Supplier Invoices Paid***(Delegated Authority Policy - due to Coronavirus (Covid-19) Pandemic)*

Supplier From:  
 Supplier To: ZZZZZZZZ  
 Transaction From: 72,474  
 Transaction To: 99,999,999

Date From: 19/05/2021  
 Date To: 14/06/2021

A/C: ARUN Name: Arun District Council

No	Type	Date	Ref	Details	Amount	Outstanding
72474	PI	01/06/2021	15642	Annual Newsletter Printing & Design	1,218.13	1,218.13
<b>Total:</b>						<u>1,218.13</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
72475	PI	01/06/2021	15643	Batteries incl. Replacements for Dorguards - W.Centre	66.42	66.42
<b>Total:</b>						<u>66.42</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
72476	PI	02/06/2021	15644	Public Toilet Cleansing Contract - May-21 - inc	3,081.52	3,081.52
<b>Total:</b>						<u>3,081.52</u>

A/C: COMPAS Name: Compass Travel (Sussex) Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
72478	PI	31/05/2021	15645	Contribution to No. Bus Route - May	2,583.33	2,583.33
<b>Total:</b>						<u>2,583.33</u>

A/C: GRUNDO Name: Grundon Waste Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
72479	PI	31/05/2021	15646	Wheelie Bins - W.Centre/Y.Centre	95.92	95.92
72481	PI	31/05/2021	15647	Wheelie Bins - Rec.Ground	119.47	119.47
72482	PI	31/05/2021	15648	Wheelie Bins - SWC/Museum	69.31	69.31
<b>Total:</b>						<u>284.70</u>

A/C: SOUTHCL Name: Southern Cleaning Services

No	Type	Date	Ref	Details	Amount	Outstanding
72484	PI	02/06/2021	15649	Contract Cleaning - 25-Apr to 30-May - W.Centre	348.00	348.00
72485	PI	02/06/2021	15650	Machine Scrub & Clean VMH Floor x2 - May	132.00	132.00
72486	PI	03/06/2021	15651	Cleaning - Caretaker Cover - Y.Centre & SWC x2	192.00	192.00
72489	PI	08/06/2021	15652	Grass Cutting/Removal of Waste - May - SWC	54.00	54.00
<b>Total:</b>						<u>726.00</u>

A/C: SOUTHCO Name: South Coast Coffee Co

No	Type	Date	Ref	Details	Amount	Outstanding
72490	PI	19/05/2021	15653	Office Supplies	95.00	95.00
<b>Total:</b>						<u>95.00</u>

A/C: WATTSM Name: Mr J Watt

No	Type	Date	Ref	Details	Amount	Outstanding
72491	PI	04/06/2021	15654	Clean Seafront Shelter & Interpretation Boards	45.00	45.00
<b>Total:</b>						<u>45.00</u>

Date: 14/06/2021

Time: 16:44:59

**Rustington Parish Council**

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**Supplier Invoices Paid**

*(Delegated Authority Policy - due to Coronavirus (Covid-19) Pandemic)*

A/C: WORLDP Name: Worldpay Limited

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72492	PI	01/06/2021	15655	Subscription Fee - Jun-21	11.94	11.94
<b>Total:</b>						<u>11.94</u>

A/C: WSCC Name: West Sussex County Council

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
72493	PI	04/06/2021	15656	Rent - WPSF - 24-Jun to 28-Sep	312.50	312.50
<b>Total:</b>						<u>312.50</u>
<b>Grand Total</b>						<u>8,424.54</u>

Date: 20/05/2021  
Time: 14:40:05

**Rustington Parish Council**

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**Current Account - Recommended Payments/Payments Made**

Date From: 01/05/2021  
Date To: 30/05/2021

Bank From: 1200  
Bank To: 1200

Transaction From: 72,291  
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	
72291	BP	7106	20/05/2021	15625	R.Costan (M&S) - Staff Uniform (RC)	15.00	3.00	18.00	
72292	BP	7104	20/05/2021	15626	S.P.Partridge - Allowance toward Headset	50.00	0.00	50.00	
72293	BP	7203	29/05/2021	DD - 15627	SSE - Electric - SWC - to 12-May - Acc	349.85	69.97	419.82	
72294	BP	7203	29/05/2021	DD - 15627	SSE - Electric - SWC - to 12-May - Acc	349.86	69.97	419.83	
72295	BP	7310	01/05/2021	DD-TV	TV Licence - Youth Centre	13.37	0.00	13.37	
72296	BP	7201	01/05/2021	DD - ADC	ADC - Rates - Churchill Toilets	299.00	0.00	299.00	
72297	BP	7321	18/05/2021	DD-Sage	Sage - People Manager	56.70	11.34	68.04	
72298	BP	7201	24/05/2021	DD - ADC	ADC - Rates - The Woodlands Centre	611.00	0.00	611.00	
72299	BP	7201	26/05/2021	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	132.00	0.00	132.00	
72300	BP	7201	26/05/2021	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	132.00	0.00	132.00	
72302	BP	7201	25/05/2021	DD - ADC	ADC - Rates - R'ton Youth Centre	419.00	0.00	419.00	
<b>Totals</b>						<b>£</b>	<b>2,427.78</b>	<b>154.28</b>	<b>2,582.06</b>

Date: 01/06/2021  
Time: 12:29:42

**Rustington Parish Council**

**Current Account - Recommended Payments/Payments Made**

Date From: 27/05/2021  
Date To: 06/06/2021

Bank From: 1200  
Bank To: 1200

Transaction From: 72,411  
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	
72411	BP	7106	01/06/2021	15638	R.Costan (Glasses Direct) - Eye Test/Glasses (RC)	40.00	0.00	40.00	
72412	BP	7303	01/06/2021	15639	C.Harris (Tesco) - Cleansing Materials	16.67	3.33	20.00	
72413	BP	7300	27/05/2021	DD - 15640 (...)	BT - W.Centre - Redcare/Alarm Monitoring	66.16	13.23	79.39	
72414	BP	7300	27/05/2021	DD - 15640 (...)	BT - Y.Centre - Redcare/Alarm Monitoring	66.16	13.23	79.39	
72415	BP	7300	27/05/2021	DD - 15640 (...)	BT - Office - Fax/Internet	66.16	13.23	79.39	
72416	BP	7300	27/05/2021	DD - 15640 (...)	BT - Y.Centre - Main Line	66.16	13.23	79.39	
72417	BP	7300	27/05/2021	DD - 15640 (...)	BT - Museum - Fax/Internet	66.16	13.23	79.39	
72418	BP	7300	27/05/2021	DD - 15640 (...)	BT - SWC - Fax/Internet	66.16	13.23	79.39	
72419	BP	7310	27/05/2021	DD - 15640 (...)	BT - Office - Broadband	84.74	16.95	101.69	
72420	BP	7310	27/05/2021	DD - 15640 (...)	BT - SWC - Broadband - 70%	84.73	16.95	101.68	
72421	BP	7310	27/05/2021	DD - 15640 (...)	BT - Museum - Broadband - 50% of SWC	84.73	16.95	101.68	
72422	BP	7203	06/06/2021	DD - 15641	SSE - Electric - Churchill Toilets - to 20-May - Est	368.07	18.40	386.47	
<b>Totals</b>						<b>£</b>	<b>1,075.90</b>	<b>151.96</b>	<b>1,227.86</b>

Date: 14/06/2021  
Time: 17:33:36

**Rustington Parish Council**

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**Current Account - Recommended Payments/Payments Made**

Date From: 01/06/2021  
Date To: 30/06/2021  
Transaction From: 72,494  
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
72494	BP	7202	24/06/2021	DD - 15657 (...)	Business Stream - Water - Gdn Hydrant to 08-Jun	12.29	0.00	12.29
72495	BP	7202	24/06/2021	DD - 15658 (...)	Business Stream - Water Point to 08-Jun	12.29	2.46	14.75
72496	BP	7202	25/06/2021	DD - 15659 (...)	Business Stream - Water - Broadmark Toilets to	102.09	0.00	102.09
72497	BP	7202	23/06/2021	DD - 15660 (...)	Business Stream - Water - Churchill Toilets to	162.43	0.00	162.43
72498	BP	7300	15/06/2021	DD - 15661 (...)	BT - Office Mobile (Emergency Phone)	5.45	1.09	6.54
72499	BP	7300	15/06/2021	DD - 15661 (...)	BT - LAA Officer Mobile	5.45	1.09	6.54
72500	BP	7321	01/06/2021	DD - 15662	Sage - Finance Support Package	321.50	64.30	385.80
72501	BP	7203	25/06/2021	DD - 15663	SSE - Electric - W.Centre - to 01-Jun - Est	1,318.98	263.79	1,582.77
72502	BP	7203	25/06/2021	DD - 15664	SSE - Electric - Broadmark Toilets - to 20-May -	58.97	2.95	61.92
72503	BP	7203	25/06/2021	DD - 15665	SSE - Electric - The Street Toilets - to 25-May - Acc	106.87	5.34	112.21
72504	BP	7203	25/06/2021	DD - 15666	SSE - Electric - Offices - to 02-Jun - Acc	198.39	9.91	208.30
72505	BP	7203	25/06/2021	DD - 15667B	SSE - Electric - Y.Centre - to 02-Jun - Acc	89.09	4.45	93.54
72506	BP	7203	25/06/2021	DD - 15667B	SSE - Electric - Y.Centre - to 02-Jun - Acc	84.98	4.24	89.22
72508	BP	7204	21/06/2021	DD - 15668 (...)	Total Gas & Power - Gas - W.Centre - R1 to 31-May	375.53	75.09	450.62
72509	BP	7204	21/06/2021	DD - 15668 (...)	Total Gas & Power - Gas - W.Centre - R2 to 31-May	95.73	19.15	114.88
72510	BP	7204	21/06/2021	DD - 15668 (...)	Total Gas & Power - Gas - Y.Centre to 31-May	114.55	22.91	137.46

Totals £ 3,064.59 476.77 3,541.36

20-May-21 BACS (Twine) Petty Cash (Office) £ 58.09

**Rustington Parish Council**

**Reconciled Balances as at 31 May 2021**

<b>NatWest Bank:-</b>	
Current Account	£ 11,341.84
Imprest Account	£ 430.86
<b>Reserve Accounts:</b>	
General Fund	£ 140,843.53
35-Day Notice	£ 141,044.67
95-Day Notice	£ 200,227.98
Museum Reserve	£ 2,738.32
Plant Equipment Renewal	£ 2,022.41
<b>Capital Accounts:</b>	
Opportunity and Special Purchases	£ 1,468.08
<b>CCLA:</b>	
<b>Capital Account:</b>	
Public Sector Deposit Fund	£ 100,000.00
<i>Monthly Dividends Credited from PSDA into Nationwide Account</i>	
<b>Nationwide Building Society:</b>	
<b>Capital Account:</b>	
35-Day Saver	£ 103,172.59
Thomas Ashley Charity Account	£ 191.54
Petty Cash	£ 160.00
<b>Total in Accounts</b>	<b>£ 703,641.82</b>
<b>Un-Reconciled Payments</b>	<b>£ 1,114.95</b>
<b>Grand Total</b>	<b>£ 702,526.87</b>



**Rustington Parish Council**  
**Bank Payment Summary - 25 May 2021**

Salaries (Gross) - Employees	22,202.37
Employers - N.I.	1,863.97
Employers - Superann.	2,275.68
 Total Employers Liabilities	 26,342.02

**Rustington Parish Council**  
**Bank Payment Summary - 25 June 2021**

Salaries (Gross) - Employees	22,749.18
Employers - N.I.	1,910.34
Employers - Superann.	2,312.84
 Total Employers Liabilities	 26,972.36
 Councillor / Chairman Allowances	 2,555.15
 Total Liabilities	 29,527.51

Date: 17/06/2021  
Time: 13:53:28

**Rustington Parish Council**  
**Imprest Account - Payments Made**

Date From: 14/05/2021  
Date To: 17/06/2021

Bank From: 1201  
Bank To: 1201

Transaction From: 72,514  
Transaction To: 99,999,999

N/C From:  
N/C To: 99999999

Dept From: 0  
Dept To: 999

Bank: 1201      Currency: Pound Sterling

No	Type	N/C	Dept	Date	Ref	Details	Net	Tax	Gross
72514	BP	2103	3	10/06/2021	7421	D.Hopwood (WW) - Deposit Refund - W.Centre	50.00	0.00	50.00
72515	BP	2103	3	10/06/2021	7423	W.Stenning - Deposit Refund - W.Centre	50.00	0.00	50.00
72516	BP	2103	3	10/06/2021	7424	Egalite Care - Deposit Refund - W.Centre	50.00	0.00	50.00
<b>Totals    £</b>							<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
							Chq.No.7420	- Petty Cash (Office)	200.00
							<b>Grand Total:</b>		<b>350.00</b>

Date: 17/06/2021  
Time: 13:51:09

**Rustington Parish Council**  
**Current Account - Bank Receipts**

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Date From: 14/05/2021  
Date To: 17/06/2021  
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	
72522	BR	7303	09/06/2021	102071	Staff Reimbursement (RC)	21.49	0.00	21.49	
72528	BR	2102	08/06/2021	BACS	S.Webb - Deposit - Allots - 1 PL	50.00	0.00	50.00	
72529	BR	2102	08/06/2021	BACS	J.Beale (Pilates) - Deposit - W.Centre -	50.00	0.00	50.00	
72530	BR	2102	02/06/2021	Card Payment	S.Moss - Deposit - W.Centre - 29-Jan	200.00	0.00	200.00	
72531	BR	2102	08/06/2021	Card Payment	K.Holmes - Deposit - W.Centre - 27-May	200.00	0.00	200.00	
<b>Totals</b>						<b>£</b>	<b>521.49</b>	<b>0.00</b>	<b>521.49</b>

Date: 17/06/2021  
Time: 13:49:06

**Rustington Parish Council**  
**Current Account - Customer Receipts**

Date From: 14/05/2021  
Date To: 17/06/2021  
Transaction From: 1  
Transaction To: 99,999,999

Bank From: 1200  
Bank To: 1200  
Customer From:  
Customer To: ZZZZZZZZ

Bank: 1200      Currency: Pound Sterling

No	Type	A/C	Date	Ref	Details	Net	Tax	Gross	
72455	SR	LITTLEEX	27/05/2021	BACS	Sales Receipt	1,121.00	0.00	1,121.00	
72456	SR	THEATREA	29/05/2021	BACS	Sales Receipt	159.00	0.00	159.00	
72518	SR	HORNSTEP	09/06/2021	102071	Sales Receipt	99.00	0.00	99.00	
72519	SR	RUSTOTTE	09/06/2021	102071	Sales Receipt	600.00	0.00	600.00	
72520	SR	WOODTTC	15/06/2021	102071	Sales Receipt	128.00	0.00	128.00	
72521	SR	SHAYLER	09/06/2021	102071	Sales Receipt	700.00	0.00	700.00	
72523	SR	AGEUKWSX	03/06/2021	BACS	Sales Receipt	330.75	0.00	330.75	
72524	SR	STOREP	04/06/2021	BACS	Sales Receipt	585.75	0.00	585.75	
72525	SR	RUSTFC	04/06/2021	BACS	Sales Receipt	516.75	0.00	516.75	
72526	SR	BABYBALL	04/06/2021	BACS	Sales Receipt	198.00	0.00	198.00	
72527	SR	ARUNDC	04/06/2021	BACS	Sales Receipt	189.25	0.00	189.25	
72532	SR	PILATES	08/06/2021	BACS	Sales Receipt	32.50	0.00	32.50	
72533	SR	TATERON	15/06/2021	Card Payment	Sales Receipt	212.00	0.00	212.00	
72534	SA	HOLMESKE	08/06/2021	Card Payment	Payment on Account	414.50	0.00	414.50	
<b>Totals</b>						<b>£</b>	<b>5,286.50</b>	<b>0.00</b>	<b>5,286.50</b>