

## **RUSTINGTON PARISH COUNCIL**

### **FINANCE AND GENERAL PURPOSES ADVISORY GROUP**

**MINUTES:** of the (remote) Meeting held on 29 June 2021

**PRESENT:** Councillors G Tyler (Chairman), J Bennett, Mrs C Broomfield, M Broomfield, M Clayden, Mrs S Partridge, D Rogers and P Warren

**In attendance:** Mrs C Harris (Meeting Clerk) and Mrs C Ward (Clerk of the Council)

---

Prior to the commencement of the formal business of the Meeting, the Chairman advised that the Meeting would be being recorded (audio) via Microsoft Teams, for the purpose of ensuring clarity for the Minutes, as well as to enable Members of the Public to have access to discussions on specific items if requested. He said that the recording would be dispensed with as soon as the Minutes had been approved by the Council at its next full face-to-face Monthly Meeting.

The Chairman also reminded Members that the Advisory Group Meeting was being held in accordance with the decisions made at the Annual Meeting of the Council on 5 May 2021, relating to the Advisory Group's delegated Authority and the Temporary Scheme of Delegation (extended by the Council at its Meeting held on 28 June 2021).

The Chairman then advised the Advisory Group that he would manage the Meeting with clear instructions and requests to Members. He said that Members should indicate their desire to speak on any item, by clicking on the 'Raised Hand' icon or by placing a message in 'Chat' in Teams. This would ensure that anyone wishing to speak on an Agenda Item was given the opportunity to do so.

#### **45/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs Cooper (Other Associated Business) and Cooper (Other Associated Business). These apologies were accepted by the Advisory Group.

#### **46/21 DECLARATIONS OF INTEREST**

Councillor Tyler declared a prejudicial and pecuniary interest in Minute 48/21. In the absence of any discussion in respect of this item, which related to work already undertaken satisfactorily, he remained in the Meeting but took no part in the vote thereon.

Councillor Mrs Partridge declared a personal interest in Minute 50/21(a). She remained in the Meeting during consideration of this item and took no part in the discussion and vote thereon.

Councillor Rogers declared a personal interest in Minute 50/21(f). He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

Councillor Tyler declared a personal interest in Minute 50/21(h). He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

#### **47/21 MINUTES**

The Minutes of the Meeting held on 24 May 2021 were signed by the Chairman as a correct record.

*(Prior to consideration of the following item Councillor Tyler had declared a prejudicial and pecuniary interest, as Mr P Collins was his son-in-law)*

## **48/21            PAYMENT OF ACCOUNTS**

The Advisory Group retrospectively APPROVED the payment of the Monthly Accounts in accordance with the Temporary Scheme of Delegation, APPROVED by the full Council at its Annual Meeting on 5 May 2021 (Minute 135/21 refers) and subsequently extended at the Meeting held on 28 June 2021 (Minute 139/21 refers).

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

## **49/21            MONTHLY BUDGET REPORT TO 17 JUNE 2021**

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

*(Prior to consideration of the following item (Minute 50/21(a) refers), Councillor Mrs Partridge had declared a personal interest, as a close friend was the Treasurer for the Arun Veterans & Armed Forces Breakfast Club)*

*(Prior to consideration of the following item (Minute 50/21(f) refers), Councillor Rogers had declared a personal interest, in his capacity as a Committee Member of the Littlehampton District Lions Club)*

*(Prior to consideration of the following item (Minute 50/21(h) refers), Councillor Tyler had declared a personal interest, as a family member had received assistance from Victim Support)*

## **50/21            APPLICATIONS FOR GRANT AID FROM LOCAL ORGANISATIONS**

The Chairman reminded Members that the Council had, for a number of years, dealt with the majority of applications for Grant Aid annually, at the June Meeting of the Committee, following the appearance of the annual advertisement on the Council's Website, Social Media Page, Newsletter, as well as on Noticeboards around the Village, and any other appropriate Social Media Pages, inviting applications.

He said that the Council had previously agreed that:-

- (i) The Notice inviting applications for Grant Aid is issued at the beginning of April, with a closing date for applications of 1 June. The Clerk's Report, detailing applications received to then, be considered by the Advisory Group at the June Advisory Group Meeting
- (ii) Up to 75% of the balance of Budget provision for Grant Aid could be allocated at the aforementioned Meeting (excluding any Grant made earlier in the financial year in connection with the Summer Street Fayre), with 25% being retained for applications received at any time later in the year.

The Chairman said that provision of £2,500.00 had been made for the current year in respect of Grant Aid generally.

He then reminded the Advisory Group that, due to the Coronavirus (Covid-19) Pandemic, the 2021 Summer Street Fayre was, again, cancelled and the previously agreed Grant Aid of £1,000.00 had not, therefore, been paid to the Littlehampton District Lions Club.

The Chairman said that a Report had been previously circulated, which included details of applications as follows:-

### **(a)    Arun Veterans & Armed Forces Breakfast Club**

A request for financial assistance towards the purchase of outdoor tables, chairs, banners and merchandise, which will cost in excess of £600.00.

**(b) Beyond Birth**

A request for financial assistance to cover the hiring fee of Angmering Village Hall for 12 sessions and for any pop-up sessions. The Grant Aid requested is £180.00.

**(c) Cancer United**

A request for financial assistance towards the purchase of an Apple desktop with a video production suite, in order to continue and enhance their clients use of social media in providing, not only filmed exercise classes for them to partake in but also online raffles and quizzes. The cost of the equipment is £3,200.00.

**(d) Chatterbooks+**

A request for financial assistance towards the expansion of the Group, to transform the Club into a social hub.

**(e) Littlehampton Community Fridge**

A request for financial assistance towards insulated chiller boxes, heavy duty folding tables, leaflets and a roller banner. The Grant Aid requested is £451.96.

**(f) Littlehampton District Lions Club**

A request for financial assistance towards the purchase of a replacement gazebo. The Grant Aid requested is £329.98.

**(g) Littlehampton Shopmobility**

A request for financial assistance towards the Charity's overheads during this period of time.

**(h) Victim Support**

A request for financial assistance towards continuing to support people in Sussex who have been affected by crime.

Following detailed consideration of the Clerk's Report, the Advisory Group RECOMMENDED the following:-

**(a) Arun Veterans & Armed Forces Breakfast Club**

Grant Aid of £200.00 be awarded.

**(b) Beyond Birth**

No Grant Aid to be awarded on this occasion.

**(c) Cancer United**

No Grant Aid to be awarded on this occasion.

**(d) Chatterbooks+**

Grant Aid of £200.00 be awarded, on condition that it be ring-fenced for the Dance Club Teacher's Fees for six months.

(e) **Littlehampton Community Fridge**

Grant Aid of £450.00 be awarded.

(f) **Littlehampton District Lions Club**

Grant Aid of £330.00 be awarded.

(g) **Littlehampton Shopmobility**

No Grant Aid to be awarded on this occasion.

(h) **Victim Support**

Grant Aid of £200.00 be awarded.

The Clerk advised the Group that Grant Aid requests had now been received from Arun Co-Ordinated Community Transport and 4Sight Vision Support, which would be being considered at the next Meeting of the Advisory Group.

**The recommendations above were APPROVED by the Clerk in accordance with the extended Temporary Scheme of Delegation.**

**51/21 APPOINTMENT OF REPRESENTATIVES ON SUB-GROUPS**

The Clerk advised that Representatives should now be appointed for the following Sub-Groups, and the Advisory Group AGREED:-

(a) **Internal Audit Sub-Group**

Councillors Bennett, Mrs Broomfield, Mrs Cooper, Rogers, Tyler and Warren

(b) **Personnel Sub-Group**

Councillors Bennett, Clayden, Mrs Cooper, Rogers, Tyler and Warren

**52/21 BUSINESS RATES TO PUBLIC TOILETS**

The Meeting Clerk informed the Advisory Group that the Bill to give 100% relief from business rates to Public Toilets had now been passed by both Houses of Parliament, with the relief being backdated to 1 April 2020. She said that the Council was in receipt of £4,336.11, from the Arun District Council, for the business rates payable for The Street and Churchill Car Park Public Toilets from 1 April 2020 to 31 May 2021.

The Advisory Group was pleased to NOTE this information.

**53/21 EXCLUSION OF THE PUBLIC AND PRESS**

The Advisory Group, pursuant to Section 100 of the Local Government Act 1972, RESOLVED 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.

**PERSONNEL SUB-GROUP**

The Clerk referred to Minute 44/21 and said that, since the last Meeting, the current National Restrictions had been extended and personnel numbers working in the Council Offices would not be returning to full complement until 19 July 2021, or as soon as practicably possible after that date.

**Chairman:** ..... **Date:** .....

# Rustington Parish Council

## **MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL**

29 June 2021

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**

Page: 2

*(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**

Page: 4

**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: SOUTHCL 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**

Page: 5

**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**

Page: 6

**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**

Page: 7

**Current Account - Recommended Payments/Payments Made**Date From: 01/06/2021  
Date To: 30/06/2021Bank From: 1200  
Bank To: 1200Transaction From: 72,494  
Transaction To: 99,999,999N/C From:  
N/C To: 99999999Dept From: 0  
Dept To: 999

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	
<b>Totals</b>						<b>£</b>	<b>3,064.59</b>	<b>476.77</b>	<b>3,541.36</b>

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	 <u><u>26,342.02</u></u>

**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	 <u><u>26,972.36</u></u>
 Councillor / Chairman Allowances	 <u><u>2,555.15</u></u>
 Total Liabilities	 <u><u>29,527.51</u></u>

**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>£</b>							<u><u>150.00</u></u>	<u><u>0.00</u></u>	<u><u>150.00</u></u>
							Chq.No.7420	- Petty Cash (Office)	200.00
							<b>Grand Total:</b>		<u><u>350.00</u></u>

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

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

Page: 9

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

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

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>