

RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 23 May 2022

PRESENT: Councillors G Tyler (Chairman), J Bennett, M Clayden, Mrs A Cooper, A Cooper, Mrs S Partridge and D Rogers

In attendance: Mrs C Harris (Meeting Clerk), Mrs C Ward (Clerk of the Council) and Ms R Costan (Deputy Clerk of the Council)

Prior to the commencement of the Meeting, the Chairman thanked all Members of the Committee for their help and support during the past year. He also thanked Councillor Warren for his time as Vice-Chairman and for all of the valuable wealth of wisdom he had shared with the Committee.

He then conveyed his thanks and appreciation to Mrs Harris and all associated members of personnel for their unceasing hard work and support to ensure that the Council's financial operation ran smoothly at all times.

31/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Broomfield (Indisposition), Broomfield (Indisposition) and Warren (previously approved Leave of Absence). These apologies were accepted by the Committee.

32/22 DECLARATIONS OF INTEREST

Councillor Rogers declared personal interest in Minute 38/22. He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

33/22 MINUTES

The Minutes of the Meeting held on 25 April 2022 were signed by the Chairman as a correct record.

34/22 RECONCILED BANK BALANCES AS AT 30 APRIL 2022

The Committee NOTED the Council's Reconciled Bank Balances as at 30 April 2022, as verified by Councillor Warren.

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

35/22 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.

36/22 MONTHLY BUDGET REPORT

(a) 2021/2022 Final Monthly Budget Report to 31 March 2022

The Chairman reminded Members that the 2021/2022 Final Monthly Budget Report to 31 March 2022 had been previously circulated to all Members.

Following a brief discussion, during which the Committee was pleased to NOTE that the Audited End of Year figures showed an underspend on the Revised Budget of £67,623.60, it was AGREED that no further action needed to be taken in this regard.

Mrs Harris advised the Committee that this figure included the expenditure in the Rolling Programme of Works Budget, which totalled £52,709.37.

Following a detailed discussion, the Committee AGREED that Mrs Harris and the Clerk should prepare a Report for consideration at the next Meeting, containing details of the end of year underspend and options as to how the above-mentioned funds should be utilised, e.g. added to a Reserve Fund, earmarked for specific projects, retained in the General Fund, etc.

(b) Monthly Budget Report to 17 May 2022

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

37/22 INTERNAL AUDIT

(a) 2021/2022 Report

The Committee considered the Final Internal Audit Report for the year ended 31 March 2022, received from Rachel Hall of R S Hall & Co.

In concluding her Report, Ms Hall had commented as follows:-

'In connection with my examination, and having regard to the items reported herewith, no matter has come to my attention that gives me reasonable cause to believe in any material respect that the regulatory requirements have not been complied with. Finance Manager (incl. RFO) is extremely proficient and thorough, good systems and internal controls are in place to ensure the correct documentation and recording of income and expenditure.'

Mrs Harris said that in accordance with the comments contained in the Report, and further email communication between the Internal Auditor and herself, the Asset Register had been amended to total £3,081,610.49, an increase of £643.00, to include the addition at the end of March 2022 to the Plant Equipment, of a Trailer for £3,253.00, together with some minor administrative changes to various costs and values. She said that the revised Asset Register would be being considered at the Annual Council Meeting for anticipated approval, following this Meeting.

Following a brief discussion, the Committee NOTED the Final Internal Audit Report for the year ended 31 March 2022, and RECOMMENDED that no further action was required in this connection.

The Committee again expressed its thanks and appreciation to the members of personnel involved with the Council's Finance and Administrative Operations, for ensuring that the Internal Auditor continued to be satisfied with the way in which all of these functions were undertaken.

(b) 2022/2023 Internal Audit

Mrs Harris regrettably advised the Committee that, after ten years, Ms Hall had decided to stand down this year. The reason given was that, due to the time consuming and low profitable income received from auditing Parish Councils, she was reducing her client base. She said Ms Hall had advised that a more realistic annual fee would be approximately £800.00 excluding VAT. Mrs Harris confirmed that at the present time, the Council paid £500.00 excluding VAT.

The Committee was disappointed to NOTE this information and asked that the Clerk and Mrs Harris be tasked with:-

- (i) Approaching Ms Hall to ask her if she would be prepared to reconsider her decision to stand down as the Council's Internal Auditor and, if so, what fee she would feel was appropriate to charge for her support throughout the ensuing year
- (ii) Approaching other local Parish/Town Councils to establish who they employed as their Internal Auditor and the annual cost
- (iii) Approaching SALC/WSALC for a list of recommended Internal Auditors.

(Prior to consideration of the following item Councillor Rogers had declared a personal interest, in his capacity as a Committee Member of Littlehampton District Lions Club)

38/22 REQUEST FOR WAIVING OF HIRING FEES - LITTLEHAMPTON DISTRICT LIONS CLUB SENIOR CITIZENS LUNCHEON

The Committee considered a request for financial assistance towards the costs to be incurred in respect of the Senior Citizens Luncheon which had been previously circulated to all Members.

Following a brief discussion, the Committee RECOMMENDED that the hiring fees should be waived, for The Woodlands Centre, with the Littlehampton District Lions Club being asked to actively promote the event as being funded in partnership with the Council.

There being no further business the Meeting concluded at 6.30 pm.

Chairman: **Date:**

Rustington Parish Council

Reconciled Bank Balances as at 30 April 2022

NatWest Bank:-		
Current Account	£ 37,210.98	
Imprest Account	£ 617.18	
Reserve Accounts:		
General Fund	£ 370,278.29	
35-Day Notice (1)	£ 41,099.34	
35-Day Notice (2)	£ 200,465.92	
Museum Reserve	£ 2,738.71	
Plant Equipment Renewal	£ 1,765.98	
Capital Accounts:		
Opportunity and Special Purchases	£ 1,468.28	
CCLA:		
Capital Account:		
Public Sector Deposit Fund	£ 100,000.00	
<i>PSDA into Nationwide Account</i>		
Nationwide Building Society:		
Capital Account:		
35-Day Saver	£ 103,486.57	
Petty Cash	£ 170.00	
	Total in Accounts	£ 859,301.25
	Un-Reconciled Payments	£ 629.54
	Grand Total	£ 858,671.71

Checked against Bank Statements

12-May-22

Councillor P Warren (FGP)

Rustington Parish Council

MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL

23 May 2022

Date: 26/04/2022

Time: 14:33:35

Rustington Parish Council
Supplier Invoices Recommended for Payment

Page: 1

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

Date From: 01/04/2022
 Date To: 30/04/2022

A/C: ANSCOMB Name: Mr K Anscombe

No	Type	Date	Ref	Details	Amount	Outstanding
76994	PI	17/04/2022	16300	Security Charges & Other Services	1,376.00	1,376.00
Total:						<u>1,376.00</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
77011	PI	20/04/2022	16301	Monthly Electrical Maintenance & ELT - W.Centre	60.00	60.00
77077	PI	19/04/2022	16315	Supply/Fit Panasonic TX 50-JX800 TV - Kilhams Hall	613.87	613.87
Total:						<u>673.87</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
77013	PI	19/04/2022	16302	3ltr Water Fire Extinguisher (Replacement) - W.Centre	105.84	105.84
Total:						<u>105.84</u>

A/C: JRBENTER Name: JRB Enterprise Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77014	PI	11/04/2022	16303	Waste Bags - Dog Bins - Rec.Ground	724.20	724.20
Total:						<u>724.20</u>

A/C: RICARA Name: Ricara Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77015	PI	12/04/2022	16304	Staff Uniform (JB)	49.80	49.80
Total:						<u>49.80</u>

A/C: SIGMA Name: Sigma Plumbing Services

No	Type	Date	Ref	Details	Amount	Outstanding
77016	PI	25/04/2022	16305	Maint/Tasks (Apr) inc. Clean Shelters (Beach & Bus) &	760.00	760.00
Total:						<u>760.00</u>

A/C: SOUTHCC Name: South Coast Commercial Cleaning Group

No	Type	Date	Ref	Details	Amount	Outstanding
77029	PI	13/04/2022	16306	Various Cleaning Inc. Window Cleaning -	205.00	205.00
Total:						<u>205.00</u>

A/C: SOUTHCLE Name: Southern Cleaning Services

No	Type	Date	Ref	Details	Amount	Outstanding
77068	PI	19/04/2022	16307	Additional Cleaning - Various Sites x4 - Mar	252.00	252.00
Total:						<u>252.00</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
77034	PI	06/04/2022	16308	Cleansing Materials - Various Sites	386.16	386.16
Total:						<u>386.16</u>

Date: 26/04/2022
Time: 14:33:35

Rustington Parish Council
Supplier Invoices Recommended for Payment

Page: 2

A/C: SUSSEXP Name: Sussex Plumbing Supplies Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
77039	PI	13/04/2022	16309	Toilet Seats x3 - Churchill Ladies Toilet	126.04	126.04
77040	PC	14/04/2022	16310	Toilet Seats x2 - Churchill Ladies Toilet - Returned	84.02	-84.02
					Total:	<u>42.02</u>
					Grand Total	<u>4,574.89</u>

Date: 17/05/2022
 Time: 12:00:44

Rustington Parish Council
Supplier Invoices Recommended for Payment

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

Date From: 01/04/2022
 Date To: 31/05/2022

A/C: APPLECAR Name: Applecte Distribution

No	Type	Date	Ref	Details	Amount	Outstanding
77385	PI	06/05/2022	16317	Newsletter Delivery inc R'ton QPJ Programme	860.00	860.00
Total:						<u>860.00</u>

A/C: ARUN Name: Arun District Council

No	Type	Date	Ref	Details	Amount	Outstanding
77387	PI	26/04/2022	16318	Annual Licencing Fee - W.Centre	180.00	180.00
77388	PI	28/04/2022	16319	Newsletter Printing & Design inc R'ton QPJ Programme	3,437.50	3,437.50
Total:						<u>3,617.50</u>

A/C: ARUNBUS Name: Arun Business Supplies

No	Type	Date	Ref	Details	Amount	Outstanding
77390	PI	29/04/2022	16320	Stationery	445.88	445.88
Total:						<u>445.88</u>

A/C: ARUNCOM Name: Arun Church

No	Type	Date	Ref	Details	Amount	Outstanding
77392	PC	01/04/2022	16321	Refund - Additional Worker - Jan-Mar	299.95	-299.95
77393	PC	01/04/2022	16322	Refund - Underspend on Activities - Jan-Mar	58.92	-58.92
77394	PI	01/04/2022	16323	Youth Wkr x1 & Support Wkrs x1 - Snr Y.Club - Apr	434.80	434.80
77395	PI	01/05/2022	16324	Youth Wkr x1 & Support Wkrs x3 - Snr Y.Club - May-Jun	1,968.03	1,968.03
77397	PI	01/04/2022	16325	Snr. Y.Club Tuck Purchases - Jan-Apr	67.68	67.68
Total:						<u>2,111.64</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
77422	PI	13/05/2022	16344	Public Toilet Cleansing Contract - Apr - inc T.Rolls	3,329.10	3,329.10
Total:						<u>3,329.10</u>

A/C: CAME&CO Name: Arthur J Gallagher Insurance Brokers Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77454	PI	06/05/2022	16341	Engineering Insurance - Boilers/Lifts	522.44	522.44
Total:						<u>522.44</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
77398	PI	30/04/2022	16326	Contribution to No. 12 Bus Route - Apr	2,750.00	2,750.00
Total:						<u>2,750.00</u>

A/C: GRUNDON Name: Grundon Waste Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77399	PI	30/04/2022	16327	Wheelie Bins - SWC/Museum	74.87	74.87
77401	PI	30/04/2022	16328	Wheelie Bins - Rec.Ground	101.75	101.75
77402	PI	30/04/2022	16329	Wheelie Bins - W.Centre/Y.Centre	146.46	146.46
Total:						<u>323.08</u>

Date: 17/05/2022
Time: 12:00:44

Rustington Parish Council
Supplier Invoices Recommended for Payment

Page: 4

A/C: MICROSOFT Name: Microsoft Ireland Operations Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77404	PI	03/05/2022	16330	Online Services - Office 365	564.40	564.40
Total:						<u>564.40</u>

A/C: PEPPRINT Name: PEP the Printers

No	Type	Date	Ref	Details	Amount	Outstanding
77408	PI	11/05/2022	16331	Print A2 Posters x6 - Museum	90.00	90.00
77409	PI	11/05/2022	16332	Print A3 Foamboards x4 - QPJ	39.00	39.00
Total:						<u>129.00</u>

A/C: RSHALLAN Name: R S Hall and Co

No	Type	Date	Ref	Details	Amount	Outstanding
77410	PI	07/05/2022	16333	Final Internal Audit to 31-Mar-22	300.00	300.00
Total:						<u>300.00</u>

A/C: SLCCENTE Name: SLCC Enterprises Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77411	PI	11/05/2022	16334	Themed Summit - Standards & Welbeing Event (RC)	108.00	108.00
Total:						<u>108.00</u>

A/C: SOUTHCLE Name: Southern Cleaning Services

No	Type	Date	Ref	Details	Amount	Outstanding
77412	PI	03/05/2022	16335	Contract Cleaning - 28-Mar to 02-Jun - W.Centre	1,830.00	1,830.00
77413	PI	03/05/2022	16336	Machine Scrub & Clean VMH Floor x2 - Apr	140.40	140.40
Total:						<u>1,970.40</u>

A/C: TRADEUK Name: Trade UK

No	Type	Date	Ref	Details	Amount	Outstanding
77414	PI	26/04/2022	16337	Heavy Duty Staples	12.96	12.96
77416	PI	10/05/2022	16338	Various Hardware - W.Centre Extn Toilets	33.44	33.44
Total:						<u>46.40</u>

A/C: WALLGATE Name: Wallgate Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
77417	PI	29/04/2022	16339	Annual Service Contract - Wallgate Units to 31-Mar-23	2,352.00	2,352.00
Total:						<u>2,352.00</u>

A/C: WATTSMRJ Name: Mr J Watt

No	Type	Date	Ref	Details	Amount	Outstanding
77418	PI	06/05/2022	16340	Clean Seafront Shelter & Interpretation Boards	45.00	45.00
Total:						<u>45.00</u>

A/C: WORLDPA Name: Worldpay Limited

No	Type	Date	Ref	Details	Amount	Outstanding
77421	PI	01/05/2022	16343	Subscription Fee - May-22	11.94	11.94
Total:						<u>11.94</u>

Grand Total 19,486.78

Date: 26/04/2022
Time: 15:38:46

Rustington Parish Council

Page: 5

Current Account - Recommended Payments/Payments Made

Date From: 01/04/2022
Date To: 30/04/2022

Bank From: 1200
Bank To: 1200

Transaction From: 77,041
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	
77041	BP	7106	25/04/2022	16311	N.Cook (Matalan) - Staff Uniform (NC)	10.00	0.00	10.00	
77042	BP	6017	20/04/2022	16299	J.Burch (BP Rustington) - Plant Fuel	44.03	8.81	52.84	
77045	BP	6103	26/04/2022	16313	Arun & Chichester CAB - Grant Aid	1,500.00	0.00	1,500.00	
77046	BP	6105	26/04/2022	16314	L'ton District Lions Club - R'ton Street Fair - Grant Aid	1,000.00	0.00	1,000.00	
77047	BP	7350	14/04/2022	DD - 16312 - NW1	Amazon (The 3D Shop) - x2 QPJ Flags - Abbottswood	14.14	2.84	16.98	
77048	BP	7303	14/04/2022	DD - 16312 - NW1	Amazon (Givemefive) - x2 Ukraine Flags - Rec.Ground	11.64	2.34	13.98	
77049	BP	7303	14/04/2022	DD - 16312 - NW1	Amazon (UK Business Supplies) - Biscuits - Council	14.89	0.00	14.89	
77050	BP	7350	14/04/2022	DD - 16312 - NW1	Amazon (Ossain Online) - x18 Union Jack Flags - QPJ	52.38	10.44	62.82	
77051	BP	7350	14/04/2022	DD - 16312 - NW1	Amazon (Ossain Online) - x5 Union Jack Flags - QPJ	14.55	2.90	17.45	
77052	BP	6010	14/04/2022	DD - 16312 - NW1	Tayna Ltd - Mower Battery - Rec.Ground	60.77	12.16	72.93	
77078	BP	7310	01/04/2022	DD-TV	TV Licence - Youth Centre	13.37	0.00	13.37	
77079	BP	7321	18/04/2022	DD-Sage	Sage - People Manager	56.73	11.34	68.07	
77080	BP	7201	24/04/2022	DD - ADC	ADC - Rates - The Woodlands Centre	613.75	0.00	613.75	
77081	BP	7201	25/04/2022	DD - ADC	ADC - Rates - R'ton Youth Centre	420.60	0.00	420.60	
77082	BP	7201	26/04/2022	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	134.35	0.00	134.35	
77083	BP	7201	26/04/2022	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	134.35	0.00	134.35	
Totals						£	4,095.55	50.83	4,146.38

Date: 17/05/2022
Time: 11:32:05

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

Date From: 01/05/2022
Date To: 31/05/2022

Bank From: 1200
Bank To: 1200

Transaction From: 1
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	
77424	BP	2103	06/05/2022	16345 - WorldPay	Ferring Clinic (C.White) - Deposit Refund - SWC	50.00	0.00	50.00	
77425	BP	2103	06/05/2022	16346 - WorldPay	L.Sutherland - Deposit Refund - W.Centre	50.00	0.00	50.00	
77426	BP	2103	06/05/2022	16347 - WorldPay	N.Sear - Deposit Refund - W.Centre	200.00	0.00	200.00	
77427	BP	2103	06/05/2022	16348 - WorldPay	National Ass. of Jewellers - Deposit Refund - W.Centre	50.00	0.00	50.00	
77428	BP	2103	06/05/2022	16349 - WorldPay	B.Bird - Deposit Refund - Y.Centre	50.00	0.00	50.00	
77435	BP	7300	26/05/2022	DD - 16350 (...)	BT - W.Centre - Redcare/Alarm Monitoring (398)	107.87	21.57	129.44	
77436	BP	7310	26/05/2022	DD - 16350 (...)	BT - Office - Broadband (736)	130.37	26.07	156.44	
77437	BP	7300	26/05/2022	DD - 16350 (...)	BT - Y.Centre - Redcare/Alarm Monitoring (890)	107.87	21.57	129.44	
77438	BP	7300	26/05/2022	DD - 16350 (...)	BT - Y.Centre - Main Line (899)	123.06	24.61	147.67	
77439	BP	7310	26/05/2022	DD - 16350 (...)	BT - SWC - Broadband (819)	117.46	23.50	140.96	
77440	BP	7310	26/05/2022	DD - 16350 (...)	BT - Museum - Broadband (819)	117.46	23.50	140.96	
77441	BP	7300	15/05/2022	DD - 16351 (...)	BT - Office Mobile (Emergency Phone)	6.20	1.24	7.44	
77442	BP	7300	15/05/2022	DD - 16351 (...)	BT - LAA Officer Mobile	6.20	1.24	7.44	
77443	BP	7321	01/05/2022	DD - 16352	Sage - Finance Support Package	354.00	70.80	424.80	
77444	BP	7130	19/05/2022	DD - 16353	WorldPay - Monthly Transactions Fee for Apr (65%)	9.75	0.00	9.75	
77445	BP	7130	19/05/2022	DD - 16353	WorldPay - Monthly Transactions Fee for Apr (25%)	3.75	0.00	3.75	
77446	BP	7130	19/05/2022	DD - 16353	WorldPay - Monthly Transactions Fee for Apr (10%)	1.50	0.00	1.50	
77447	BP	7130	19/05/2022	DD - 16353	WorldPay - Monthly Payment Approvals	0.19	0.04	0.23	
77448	BP	7130	19/05/2022	DD - 16353	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80	
77449	BP	7203	14/05/2022	DD - 16354	SSE - Electric - Churchill Toilets - to 26-Apr - Est	443.03	88.60	531.63	
77450	BP	7203	23/05/2022	DD - 16355	SSE - Electric - SWC - to 02-May - Acc	129.22	25.84	155.06	
77451	BP	7203	23/05/2022	DD - 16355	SSE - Electric - Museum - to 02-May - Acc	129.21	25.84	155.05	
Totals						£	2,191.14	355.22	2,546.36

Reconciled Bank Balances as at 30 April 2022

NatWest Bank:-	
Current Account	£ 37,210.98
Imprest Account	£ 617.18
Reserve Accounts:	
General Fund	£ 370,278.29
35-Day Notice (1)	£ 41,099.34
35-Day Notice (2)	£ 200,465.92
Museum Reserve	£ 2,738.71
Plant Equipment Renewal	£ 1,765.98
Capital Accounts:	
Opportunity and Special Purchases	£ 1,468.28
CCLA:	
Capital Account:	
Public Sector Deposit Fund	£ 100,000.00
PSDA into Nationwide Account	
Nationwide Building Society:	
Capital Account:	
35-Day Saver	£ 103,486.57
Petty Cash	£ 170.00
	Total in Accounts
	£ 859,301.25
	Un-Reconciled Payments
	£ 629.54
	Grand Total
	£ 858,671.71

Rustington Parish Council
Bank Payment Summary - 25 April 2022

Salaries (Gross) - Employees	£ 23,252.53
Employers - N.I.	£ 2,123.94
Employers - Superann.	£ 2,372.14
Total Employers Liabilities	<u>£ 27,748.61</u>
Councillor / Chairman Allowances	<u>£ -</u>
Total Liabilities	<u>£ 27,748.61</u>

Date: 26/04/2022

Time: 14:23:03

Rustington Parish Council
Imprest Account - Payments Made

Page: 7

Date From: 01/04/2022
Date To: 30/04/2022

Bank From: 1201
Bank To: 1201

Transaction From: 1
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
77043	BP	2103	14	25/04/2022	7562	S.Hinch - Deposit Refund - Allots - 26A CA	50.00	0.00	50.00
77044	BP	4043	14	25/04/2022	7562	S.Hinch - Rent Refund - Allots - 26A CA	29.00	0.00	29.00
Totals							£		
							<u>79.00</u>	<u>0.00</u>	<u>79.00</u>

Date: 17/05/2022

Time: 11:38:24

Rustington Parish Council
Imprest Account - Payments Made

Date From: 01/04/2022
Date To: 31/05/2022

Bank From: 1201
Bank To: 1201

Transaction From: 77,429
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
77429	BP	2103	11	06/05/2022	7571	E.Dimitrova - Deposit Refund - Y.Centre	50.00	0.00	50.00
77430	BP	2103	3	06/05/2022	7572	O.Godden - Deposit Refund - W.Centre	200.00	0.00	200.00
77431	BP	2103	3	06/05/2022	7573	S.Horn - Deposit Refund - W.Centre	50.00	0.00	50.00
77432	BP	2103	3	06/05/2022	7574	A.Merrett - Deposit Refund - W.Centre	50.00	0.00	50.00
77433	BP	2103	18	06/05/2022	7575	MNDA (B.Albon) - Deposit Refund - SWC	50.00	0.00	50.00
77434	BP	4048	18	06/05/2022	7575	MNDA (B.Albon) - Hiring Fee Refund - SWC	50.21	10.04	60.25
Totals							£		
							<u>450.21</u>	<u>10.04</u>	<u>460.25</u>

Date: 17/05/2022

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Time: 13:37:51

Current Account - Bank ReceiptsDate From: 01/04/2022
Date To: 17/05/2022Bank From: 1200
Bank To: 1200Transaction From: 1
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	
76903	BR	4000	08/04/2022		Bank Payment ADC - Precept - First Tranche	345,000.00	0.00	345,000.00	
76904	BR	2102	11/04/2022		Bank Payment Bubble Boys Ltd - Deposit - W.Centre -	50.00	0.00	50.00	
76905	BR	2102	05/04/2022		Card Payment M.Mair - Deposit - W.Centre - 02-Jul	50.00	0.00	50.00	
76906	BR	2102	19/04/2022		Card Payment R'ton Golf Club (A.Beard) - Deposit -	50.00	0.00	50.00	
77174	BR	4004	04/04/2022		CCLA - PSDA - Interest to 02 Apr 22	40.10	0.00	40.10	
77188	BR	4012	28/04/2022		Bank Payment Hiscox - Covid Business Interruption	11,610.00	0.00	11,610.00	
77189	BR	4012	28/04/2022		Bank Payment Hiscox - Covid Business Interruption	500.00	0.00	500.00	
77190	BR	4012	29/04/2022		Bank Payment Hiscox - Covid Business Interruption	1,769.20	0.00	1,769.20	
77191	BR	2102	29/04/2022		Bank Payment Dance Beat Studio (Parkinson) - Deposit -	50.00	0.00	50.00	
77194	BR	2202	27/04/2022		Bank Payment HMRC - Vat Refund - 01-Jan-22 to	2,195.53	0.00	2,195.53	
77242	BR	2102	10/05/2022	102103	F.Gale - Deposit - Allots - 26 PL	50.00	0.00	50.00	
77243	BR	2102	10/05/2022	102103	M.Fox - Deposit - W.Centre - 31-Jul	50.00	0.00	50.00	
77244	BR	2102	10/05/2022	102103	M.Burns - Deposit - Allots - 26A CA	50.00	0.00	50.00	
77245	BR	4043	10/05/2022	102103	M.Burns - Rent - Allots - 26A CA	29.00	0.00	29.00	
Totals						£	361,493.83	0.00	361,493.83

Date: 17/05/2022

Rustington Parish Council

Time: 13:41:56

Current Account - Customer ReceiptsDate From: 01/04/2022
Date To: 17/05/2022Bank From: 1200
Bank To: 1200Transaction From: 1
Transaction To: 99,999,999Customer From:
Customer To: ZZZZZZZZ

Bank	1200		Currency	Pound Sterling					
No	Type	A/C	Date	Ref	Details	Net	Tax	Gross	
76887	SR	RUSTFC	01/04/2022		Bank Payment Sales Receipt	195.25	0.00	195.25	
76888	SR	ARUNU3A	04/04/2022		Bank Payment Sales Receipt	831.50	0.00	831.50	
76889	SR	HORNSTEP	06/04/2022	102090	Sales Receipt	99.00	0.00	99.00	
76890	SR	RUSTPLSC	06/04/2022	102090	Sales Receipt	151.00	0.00	151.00	
76891	SR	NARPO	06/04/2022	102090	Sales Receipt	6.25	0.00	6.25	
76892	SR	FLOWERCL	06/04/2022	102090	Sales Receipt	77.50	0.00	77.50	
76893	SR	RUSTWI	05/04/2022		Bank Payment Sales Receipt	115.00	0.00	115.00	
76894	SR	AGEUKWSX	08/04/2022		Bank Payment Sales Receipt	441.00	0.00	441.00	
76895	SR	ALZHEIME	08/04/2022		Bank Payment Sales Receipt	41.00	0.00	41.00	
76896	SR	PCASO	12/04/2022		Bank Payment Sales Receipt	58.50	0.00	58.50	
76897	SR	HOBDENS	12/04/2022		Bank Payment Sales Receipt	24.50	0.00	24.50	
76898	SR	MERRETT	04/04/2022		Card Payment Sales Receipt	54.25	0.00	54.25	
76899	SA	TATERON	05/04/2022		Card Payment Payment on Account	360.00	0.00	360.00	
76900	SR	YASYOGA	19/04/2022		Bank Payment Sales Receipt	70.00	0.00	70.00	
76901	SA	RUSTGOCE	19/04/2022		Card Payment Payment on Account	72.00	0.00	72.00	
76902	SA	THOMASEL	19/04/2022		Card Payment Payment on Account	164.00	0.00	164.00	
77192	SR	ARUNFAIR	29/04/2022		Bank Payment Sales Receipt	345.30	0.00	345.30	
77193	SR	RUSTPLSO	25/04/2022		Bank Payment Sales Receipt	421.75	0.00	421.75	
77236	SR	PREMPROM	10/05/2022	102103	Sales Receipt	68.00	0.00	68.00	
77237	SR	HERITAGE	10/05/2022	102103	Sales Receipt	35.50	0.00	35.50	
77238	SR	SHORTMAT	10/05/2022	102103	Sales Receipt	694.00	0.00	694.00	
77239	SR	WOODTTC	10/05/2022	102103	Sales Receipt	416.00	0.00	416.00	
77240	SR	GUIDES2	10/05/2022	102103	Sales Receipt	361.28	0.00	361.28	
77241	SR	RUSTPLSC	10/05/2022	102103	Sales Receipt	188.75	0.00	188.75	
Totals						£	5,291.33	0.00	5,291.33