

## RUSTINGTON PARISH COUNCIL

### FINANCE AND GENERAL PURPOSES COMMITTEE

**MINUTES:** of the Meeting held on 22 January 2024

**PRESENT:** Councillors A Cooper (Chairman), J Bennett, Mrs C Broomfield, M Broomfield, Mrs A Cooper and Mrs S Partridge

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

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#### **1/24 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Rogers (Indisposition), Tyler (Indisposition) and Warren (Indisposition). These apologies were accepted by the Committee.

#### **2/24 DECLARATIONS OF INTEREST**

There were no declarations of interest by Members.

#### **3/24 MINUTES**

The Minutes of the Meeting held on 18 December 2023 were signed by the Chairman as a correct record.

#### **4/24 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.

#### **5/24 MONTHLY BUDGET REPORT TO 12 JANUARY 2024**

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

#### **6/24 2023 COMMUNITY CAROL CONCERT**

The Committee considered making donations to the Littlehampton Concert Band, the Sussex West County Guide Choir and Rustington Community Choir in recognition of their participation in the 2023 Community Carol Concert.

The Committee RECOMMENDED that donations be made as follows:-

- |     |                                |   |         |
|-----|--------------------------------|---|---------|
| (a) | Littlehampton Concert Band     | - | £200.00 |
| (b) | Sussex West County Guide Choir | - | £100.00 |
| (c) | Rustington Community Choir     | - | £100.00 |

It was also AGREED that an additional donation of £100.00 should be made to the Littlehampton Concert Band, to acknowledge the Council's appreciation for its participation at the Coronation of King Charles III - Coronation Concert held on Sunday 7 May 2023.

It was further AGREED that, as there were insufficient funds remaining in the Carol Concert Budget for all of the above-mentioned donations, the total donation to the Littlehampton Concert Band, in the sum of £300.00, should be borne from the Grants - Section 137 Vote.

**7/24                    WEBSITE MAINTENANCE AGREEMENT FOR RUSTINGTON MUSEUM**

The Chairman reminded the Committee of the previously circulated Quotation and proposed Agreement (including annual costs) in respect of Website Maintenance for the Museum, received from Mr P Collins for the period 28 January 2024 to 27 January 2025 for £500.00 per annum.

Following a brief discussion, the Committee RECOMMENDED that the above-mentioned Quotation from Mr P Collins, in the sum of £500.00 per annum, be ACCEPTED for the period 28 January 2024 to 27 January 2025, with a review of the Council's requirements again taking place at the end of the Contract.

**There being no further business the Meeting concluded at 6.27 pm.**

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

# Rustington Parish Council

## **MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL**

22 January 2024

Date: 20/12/2023  
Time: 09:21:45

**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: 10/11/2023  
Date To: 31/12/2023

A/C: ANSCOMB Name: Mr K Anscombe

No	Type	Date	Ref	Details	Amount	Outstanding
86729	PI	19/12/2023	17703	Premises Checks & Other Tasks - Dec-23	1,166.42	1,166.42
<b>Total:</b>						<u>1,166.42</u>

A/C: ARUNBUS Name: Arun Business Supplies

No	Type	Date	Ref	Details	Amount	Outstanding
86667	PI	07/12/2023	17681	Stationery	213.05	213.05
<b>Total:</b>						<u>213.05</u>

A/C: ASSINDMU Name: Association of Independent Museums

No	Type	Date	Ref	Details	Amount	Outstanding
86728	PI	14/12/2023	17702	Annual Membership to 02-Dec-24 - Museum	68.00	68.00
<b>Total:</b>						<u>68.00</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
86687	PI	18/12/2023	17690	Public Toilet Cleansing Contract - Nov - inc T.Rolls	3,555.98	3,555.98
<b>Total:</b>						<u>3,555.98</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
86668	PI	30/11/2023	17682	Contribution to No. 12 Bus Route - Nov	3,083.33	3,083.33
<b>Total:</b>						<u>3,083.33</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
86669	PI	10/11/2023	17683	Callouts x5 - Fire Alarm Panel Fault - W.Centre	360.00	360.00
86670	PI	10/11/2023	17684	Intruder Alarm Maintenance - Office	96.00	96.00
86671	PI	10/11/2023	17685	Replacement Batteries for Fire Alarm & Intruder Panels -	165.65	165.65
<b>Total:</b>						<u>621.65</u>

A/C: EVENTPO Name: Event Power Engineering Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
86673	PI	08/12/2023	17686	Supply/Install/Remove Christmas Lighting	17,400.00	17,400.00
<b>Total:</b>						<u>17,400.00</u>

A/C: SIGMA Name: Sigma Plumbing Services

No	Type	Date	Ref	Details	Amount	Outstanding
86674	PI	20/12/2023	17687	Maint/Tasks (Dec) inc. Clean Shelters (Beach & Bus) &	598.00	598.00
<b>Total:</b>						<u>598.00</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
86683	PI	06/12/2023	17688	Cleansing Materials - Various Sites Inc. Y.Centre	297.04	297.04
<b>Total:</b>						<u>297.04</u>

Date: 20/12/2023  
Time: 09:21:45

**Rustington Parish Council**  
**Supplier Invoices Recommended Payments/Payments Made**

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A/C: SUSSEXST Name: Sussex Steel

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
86686	PI	09/12/2023	17689	Steel Band Duo - 09-Dec - R'ton Christmas Event	50.00	50.00
					<b>Total:</b>	<u>50.00</u>
					<b>Grand Total</b>	<u>27,053.47</u>

Date: 15/01/2024  
Time: 10:07:01

**Rustington Parish Council**  
**Supplier Invoices Recommended Payments/Payments Made**

Page: 3

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

Date From: 08/12/2023  
Date To: 31/01/2024

A/C: ARUN Name: Arun District Council

No	Type	Date	Ref	Details	Amount	Outstanding
87067	PI	02/01/2024	17710	Inspection of Outdoor Fitness Equipment	115.20	115.20
<b>Total:</b>						<u>115.20</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
87068	PI	22/12/2023	17711	Christmas Lighting Removal - Methodist Church	70.00	70.00
87069	PI	04/01/2024	17712	Christmas Lighting - Removal	350.00	350.00
87070	PI	08/01/2024	17713	Monthly Electrical Maintenance, ELT & Works - All Centres	60.00	60.00
87107	PI	22/12/2023	17729	Monthly Electrical Maintenance, ELT & Works - All Centres	60.00	60.00
<b>Total:</b>						<u>540.00</u>

A/C: BCSROBE Name: BCS Robertson

No	Type	Date	Ref	Details	Amount	Outstanding
87074	PI	02/01/2024	17714	Conversion of Public Conveniences to CPF - The Street	12,544.99	12,544.99
87146	PC	02/01/2024	17714	Conversion of PC to CPF - 20% CIS Deduction - The	895.40	-895.40
<b>Total:</b>						<u>11,649.59</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
87075	PI	03/01/2024	17715	Public Toilet Cleansing Contract - Dec - inc T.Rolls	3,555.98	3,555.98
<b>Total:</b>						<u>3,555.98</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
87147	PI	08/01/2024	17716	Buildings Insurance Increase post Valuation to 30-Sep-24	588.02	588.02
<b>Total:</b>						<u>588.02</u>

A/C: CARDINUS Name: Cardinus Risk Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
87149	PI	08/12/2023	17717	Valuation of Council Buildings	768.00	768.00
<b>Total:</b>						<u>768.00</u>

A/C: COLLINSP Name: Mr P Collins

No	Type	Date	Ref	Details	Amount	Outstanding
87142	PI	11/01/2024	17741	Website Updates Contract - Museum	567.82	567.82
<b>Total:</b>						<u>567.82</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
87086	PI	31/12/2023	17718	Contribution to No. 12 Bus Route - Dec	3,083.33	3,083.33
<b>Total:</b>						<u>3,083.33</u>

Date: 15/01/2024  
Time: 10:07:01

**Rustington Parish Council**

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**Supplier Invoices Recommended Payments/Payments Made**

A/C: FERRING Name: Ferring Nurseries

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
87087	PI	21/12/2023	17719	Maintenance & Floral Contract - Dec	4,631.23	4,631.23
					<b>Total:</b>	<u>4,631.23</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>
87088	PI	31/12/2023	17720	Wheelie Bins - SWC/Museum	110.64	110.64
87090	PI	31/12/2023	17721	Wheelie Bins - Rec.Ground/Y.Centre	133.30	133.30
87092	PI	31/12/2023	17722	Wheelie Bins - W.Centre/Offices	254.53	254.53
					<b>Total:</b>	<u>498.47</u>

A/C: INITIALW Name: Rentokil Initial UK Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
87093	PI	27/12/2023	17723	Safety Mats to 15-Apr	315.46	315.46
					<b>Total:</b>	<u>315.46</u>

A/C: MICROSOF Name: Microsoft Ireland Operations Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
87095	PI	03/01/2024	17724	Online Services - Office 365 - 03-Dec to 02-Jan	579.20	579.20
					<b>Total:</b>	<u>579.20</u>

A/C: OVENGENI Name: Oven Genie

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
87144	PI	01/01/2024	17742	Oven Clean - VMH & JdB Kitchens - W.Centre	120.00	120.00
					<b>Total:</b>	<u>120.00</u>

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

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
87102	PI	28/12/2023	17725	Window Cleaning (Intn) - Dec - W.Centre/Y.Centre	114.00	114.00
					<b>Total:</b>	<u>114.00</u>

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>
87104	PI	01/01/2024	17726	Contract Cleaning - 28-Nov to 31-Dec - W.Centre & Offices	1,890.00	1,890.00
87105	PI	01/01/2024	17727	Machine Scrub & Clean VMH Floor x2 - Dec	140.40	140.40
					<b>Total:</b>	<u>2,030.40</u>

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>
87106	PI	01/01/2024	17728	Subscription Fee - Jan-24	11.94	11.94
					<b>Total:</b>	<u>11.94</u>

**Grand Total** 29,168.64

Date: 20/12/2023  
Time: 10:24:41

**Rustington Parish Council**  
**Current Account - Recommended Payments/Payments Made**

Page: 5

Date From: 01/12/2023  
Date To: 31/12/2023

Bank From: 1200  
Bank To: 1200

Transaction From: 86,717  
Transaction To: 86,727

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	
86717	BP	2103	19/12/2023	17691 - BankPay	NHS Living Well Programme (Latter) - Deposit Refund -	50.00	0.00	50.00	
86718	BP	2103	19/12/2023	17692 - BankPay	R'ton & District Rifle Club - Deposit Refund - W.Centre	50.00	0.00	50.00	
86719	BP	2103	19/12/2023	17693 - WorldPay	L.Spencer-Briggs - Deposit Refund - W.Centre	50.00	0.00	50.00	
86720	BP	2103	19/12/2023	17694 - BankPay	Dolphin Court (Arun Office) - Deposit Refund - SWC	50.00	0.00	50.00	
86721	BP	2103	19/12/2023	17695 - WorldPay	Sx Coast Talking News (Eagle) - Depsit Refund - SWC	50.00	0.00	50.00	
86722	BP	2103	19/12/2023	17696 - WorldPay	C.Osborne - Deposit Refund - W.Centre	50.00	0.00	50.00	
86723	BP	6101	19/12/2023	17697 - BankPay	Ocado (E.Lamb) - Gifts - Carol Concert	24.57	4.91	29.48	
86724	BP	7202	20/12/2023	DD - 17698 (8761)	Business Stream - Water - Rec Ground to 05-Dec - Est	43.45	0.00	43.45	
86725	BP	7202	20/12/2023	DD - 17699 (5809)	Business Stream - Water - W.Centre to 05-Dec - Est	382.97	0.00	382.97	
86726	BP	7202	22/12/2023	DD - 17700 (1096)	Business Stream - Water - Broadmark Toilets to 07-Dec -	86.49	0.00	86.49	
86727	BP	7202	20/12/2023	DD - 17701 (1115)	Business Stream - Water - Y.Centre to 05-Dec - Est	292.43	0.00	292.43	
<b>Totals</b>						<b>£</b>	<b>1,129.91</b>	<b>4.91</b>	<b>1,134.82</b>

Date: 20/12/2023  
Time: 10:26:40

**Rustington Parish Council**  
**Current Account - Recommended Payments/Payments Made**

Date From: 01/12/2023  
Date To: 31/12/2023

Bank From: 1200  
Bank To: 1200

Transaction From: 86,772  
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	
86772	BP	2103	20/12/2023	17704 - BankPay	Cancer United - Deposit Refund - W.Centre	50.00	0.00	50.00	
86773	BP	2103	20/12/2023	17705 - WorldPay	Charlotte's Kitchen (Matthews) - Deposit Refund -	200.00	0.00	200.00	
86774	BP	7310	01/12/2023	DD-TV L	TV Licence - Youth Centre	13.25	0.00	13.25	
86775	BP	7321	18/12/2023	DD-SAGE	Sage - People Manger	68.60	13.72	82.32	
86776	BP	7201	24/12/2023	DD - ADC	ADC - Rates - R'ton Youth Centre	440.00	0.00	440.00	
86777	BP	7201	25/12/2023	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	139.00	0.00	139.00	
86778	BP	7201	25/12/2023	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	139.00	0.00	139.00	
86779	BP	7201	26/12/2023	DD - ADC	ADC - Rates - The Woodlands Centre	650.00	0.00	650.00	
<b>Totals</b>						<b>£</b>	<b>1,699.85</b>	<b>13.72</b>	<b>1,713.57</b>



Date: 16/01/2024  
Time: 08:46:33

**Rustington Parish Council**  
**Current Account - Recommended Payments/Payments Made**

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Date From: 27/12/2023  
Date To: 31/01/2024

Bank From: 1200  
Bank To: 1200

Transaction From: 87,011  
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	
87011	BP	7203	27/12/2023	DD - 17706	SSE - Electric - SWC - to 30-Nov - SM	154.10	30.82	184.92	
87012	BP	7203	27/12/2023	DD - 17706	SSE - Electric - Museum - to 30-Nov - SM	154.11	30.82	184.93	
87013	BP	7202	27/12/2023	DD - 17708 (2466)	Business Stream - Water - Churchill Toilets to 09-Dec -	337.71	0.00	337.71	
87014	BP	7202	27/12/2023	DD - 17707 (1198)	Business Stream - Water - W.Road Allots to 09-Dec - Est	22.97	0.00	22.97	
87026	BP	7204	27/12/2023	DD - 17609	Total Energies - Gas - W.Centre - Re-Invoiced - Feb to	57.19	11.44	68.63	
87027	BP	7204	27/12/2023	DD - 17609	Total Energies - Gas - W.Centre - Re-Invoiced - Feb to	57.18	11.44	68.62	
87111	BP	6101	12/01/2024	17730 - BankPay	Öcado (E.Lamb) - Gifts - Carol Concert	27.03	5.41	32.44	
87112	BP	7300	15/01/2024	DD - 17731 (...)	BT - Office Mobile (Emergency Phone)	6.44	1.29	7.73	
87113	BP	7300	15/01/2024	DD - 17731 (...)	BT - LAA Officer Mobile	6.44	1.29	7.73	
87114	BP	7202	10/01/2024	DD - 17732 (3125)	Business Stream - Water - Gdn Hydrant to 22-Dec -	21.36	0.00	21.36	
87115	BP	7202	03/01/2024	DD - 17733 (7237)	Business Stream - Water - The Street Toilets to 15-Dec -	43.45	0.00	43.45	
87116	BP	7202	10/01/2024	DD - 17734 (1100)	Business Stream - Water - Conbar Allots to 21-Dec - Acc	64.84	0.00	64.84	
87117	BP	7321	01/01/2024	DD - 17735	Sage - Finance Support Package - Jan	398.50	79.70	478.20	
87118	BP	7130	19/01/2024	DD - 17736	WorldPay - Monthly Transactions Fee for Dec (65%)	30.74	0.00	30.74	
87119	BP	7130	19/01/2024	DD - 17736	WorldPay - Monthly Transactions Fee for Dec (25%)	11.82	0.00	11.82	
87120	BP	7130	19/01/2024	DD - 17736	WorldPay - Monthly Transactions Fee for Dec (10%)	4.73	0.00	4.73	
87121	BP	7130	19/01/2024	DD - 17636	WorldPay - Monthly Payment Approvals	1.00	0.20	1.20	
87122	BP	7130	19/01/2024	DD - 17636	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80	
87123	BP	7204	25/01/2024	DD - 17737 (...)	Total Energies - Gas - W.Centre - R1 to 31-Dec	701.77	140.35	842.12	
87124	BP	7204	25/01/2024	DD - 17737 (...)	Total Energies - Gas - W.Centre - R2 to 31-Dec	95.96	19.19	115.15	
87125	BP	7204	25/01/2024	DD - 17737 (...)	Total Energies - Gas - Y.Centre to 31-Dec	179.69	35.94	215.63	
87126	BP	6101	14/01/2024	DD - 17738 - NW1	Tesco - Refreshments - Carol Concert	54.96	10.99	65.95	
87127	BP	7320	14/01/2024	DD - 17738 - NW1	Amazon (ShangHai.) - Scissors x3 - Office	7.49	1.50	8.99	
87128	BP	7320	14/01/2024	DD - 17738 - NW1	Amazon (Amazon EU) - Magazine Holder - Office	11.66	2.33	13.99	
87129	BP	7303	14/01/2024	DD - 17738 - NW1	Amazon (Wang Yun.) - Xmas Tree Topper - W.Centre	8.99	0.00	8.99	
87130	BP	7310	14/01/2024	DD - 17738 - NW1	ALCC - Membership Subscription (CH)	50.00	0.00	50.00	
87131	BP	7321	14/01/2024	DD - 17738 - NW1	Amazon (Amazon EU) - Ergonomic Vertical Mouse -	56.28	11.26	67.54	
87132	BP	5007	14/01/2024	DD - 17738 - NW1	Best4 Warranties - Extended Warranty to 03-Jan-25 -	349.20	0.00	349.20	
87133	BP	7310	14/01/2024	DD - 17738 - NW1	Ancestry.Co.Uk - Subscription - 6 mths to 12-Jun -	54.99	0.00	54.99	
87134	BP	7104	14/01/2024	DD - 17738 - NW1	Äldi - Refreshments - Council Meeting	14.13	0.00	14.13	
87135	BP	6101	14/01/2024	DD - 17738 - NW1	Greggs - Refreshments - Carol Concert	107.15	0.00	107.15	
87137	BP	7310	14/01/2024	DD - 17739 - NW1	ALCC - Membership Subscription (EL)	50.00	0.00	50.00	
87138	BP	5007	14/01/2024	DD - 17740 - NW1	BP Rustington - Diesel - Council Vehicle	55.18	11.04	66.22	
87139	BP	5007	14/01/2024	DD - 17740 - NW1	BP Rustington - Car Wash - Council Vehicle	8.33	1.67	10.00	
87140	BP	5007	14/01/2024	DD - 17740 - NW1	BP Rustington - Diesel - Council Vehicle	33.34	6.67	40.01	
87141	BP	5007	14/01/2024	DD - 17740 - NW1	BP Rustington - Adblue - Council Vehicle	19.58	3.92	23.50	
87162	BP	7310	01/01/2024	DD-TV L	TV Licence - Youth Centre	13.25	0.00	13.25	
87163	BP	7321	18/01/2024	DD-SAGE	Sage - People Manger	68.60	13.72	82.32	
87164	BP	7201	24/01/2024	DD - ADC	ADC - Rates - R'ton Youth Centre	440.00	0.00	440.00	
87165	BP	7201	25/01/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	139.00	0.00	139.00	
87166	BP	7201	25/01/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	139.00	0.00	139.00	
87167	BP	7201	26/01/2024	DD - ADC	ADC - Rates - The Woodlands Centre	650.00	0.00	650.00	
<b>Totals</b>						<b>£</b>	<b>4,712.16</b>	<b>431.79</b>	<b>5,143.95</b>

**Rustington Parish Council**  
**Bank Payment Summary - 25 December 2023**

Salaries (Gross) - Employees	£ 29,583.27
<i>Includes Mileage Claim (N/Code: 7101)</i>	£ -
Employers - N.I.	£ 2,827.23
Employers - Superann.	£ 2,808.00
Total Employers Liabilities	<u>£ 35,218.50</u>
Councillor / Chairman Allowances	<u>£ 2,262.30</u>
Total Liabilities	<u>£ 37,480.80</u>

**Rustington Parish Council**

**Reconciled Balances as at 31 December 2023**

<b>NatWest Bank:-</b>	
Current Account	£ 37,186.36
Imprest Account	£ 547.22
<b>Reserve Accounts:</b>	
General Fund	£ 281,930.02
35-Day Notice (276) - Earmarked Reserves	£ 60,576.12
35-Day Notice (284)	£ 128,245.94
35-Day Notice (670) - Section 106 Funds	£ 26,411.42
Museum Reserve	£ 2,777.59
Plant Equipment Renewal	£ 3,086.61
<b>Capital Accounts:</b>	
Opportunity and Special Purchases	£ 1,489.13
<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	£ 112,875.18
Petty Cash	£ 245.20
	<u>£ 755,370.79</u>
	<u>£ 912.76</u>
	<u>£ 754,458.03</u>

Date: 16/01/2024

Time: 09:11:01

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

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Date From: 06/12/2023  
Date To: 11/01/2024

Bank From: 1200  
Bank To: 1200

Transaction From: 86,400  
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
86813	BR	4043	06/12/2023	Bank Receipt	Allotment Rent 2024 - Grant - 35 PL	44.56	0.00	44.56
86814	BR	4043	07/12/2023	Bank Receipt	Allotment Rent 2024 - Donaldson - 32A PL	42.62	0.00	42.62
86815	BR	4012	07/12/2023	Bank Receipt	Hiscox - Insurance Claim - Seat (Windmill	710.00	0.00	710.00
86816	BR	4043	08/12/2023	Bank Receipt	Allotment Rent 2024 - Cooper - 29 PL	44.56	0.00	44.56
86875	BR	4043	11/12/2023	Bank Receipt	Allotment Rent 2024 - Milnes - 29A PL	44.56	0.00	44.56
86876	BR	4043	11/12/2023	Bank Receipt	Allotment Rent 2024 - Gillings - 39A PL	42.62	0.00	42.62
86878	BR	4043	12/12/2023	Bank Receipt	Allotment Rent 2024 - Gale - 15 & 15A PL	85.24	0.00	85.24
86879	BR	4043	12/12/2023	Bank Receipt	Allotment Rent 2024 - Duggan - 31A & 32 PL	93.00	0.00	93.00
86880	BR	2102	12/12/2023	Bank Receipt	J.Haselip - Deposit - W.Centre - 14-Sep	200.00	0.00	200.00
86881	BR	4043	13/12/2023	Bank Receipt	Allotment Rent 2024 - Harboard - 11A CA	38.75	0.00	38.75
86882	BR	4043	13/12/2023	Bank Receipt	Allotment Rent 2024 - Street - 35A PL	44.56	0.00	44.56
86883	BR	4043	13/12/2023	Bank Receipt	Allotment Rent 2024 - Gordon - 30 PL	46.50	0.00	46.50
86884	BR	2102	06/12/2023	Card Receipt	V.Norman - Deposit - Allots - 15 CA	50.00	0.00	50.00
86885	BR	4043	06/12/2023	Card Receipt	V.Norman - Rent - Allots - 15 CA	42.62	0.00	42.62
86886	BR	4043	06/12/2023	Card Receipt	Allotment Rent 2024 - Wignall - 11 WR	31.00	0.00	31.00
86887	BR	4043	06/12/2023	Card Receipt	Allotment Rent 2024 - Bunby - 2, 2A, 14, 14A	178.24	0.00	178.24
86888	BR	4043	06/12/2023	Card Receipt	Allotment Rent 2024 - Narayanaswamy - 13	38.75	0.00	38.75
86893	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Luby - 11 CA	38.75	0.00	38.75
86894	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Pay - 6 CA	54.25	0.00	54.25
86895	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Norrell - 22 CA	54.25	0.00	54.25
86896	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Bird - 8A PL	42.62	0.00	42.62
86897	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Dowdall - 34 PL	42.62	0.00	42.62
86898	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Dowdall - 34A PL	46.50	0.00	46.50
86899	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Saunders - 4 WR	31.00	0.00	31.00
86900	BR	7307	18/12/2023	102128	Staff Reimbursement (RC)	7.50	0.00	7.50
86901	BR	4040	18/12/2023	102128	Postcards - Museum	2.00	0.40	2.40
86902	BR	4040	18/12/2023	102128	Museum Talk (New Beginnings)	30.00	0.00	30.00
86903	BR	4061	18/12/2023	102128	Snr Y.Club - Subs - Nov	39.26	0.00	39.26
86904	BR	6101	18/12/2023	102128	Carol Concert Collection (CancerWise)	519.02	0.00	519.02
86905	BR	6101	18/12/2023	102128	Carol Concert Auction (CancerWise)	215.00	0.00	215.00
86906	BR	4043	18/12/2023	102128	Allotment Rent 2024 - Rusti Belles (WI) - 29	42.62	0.00	42.62
86912	BR	4043	14/12/2023	Bank Receipt	Allotment Rent 2024 - Butler - 18A CA	38.75	0.00	38.75
86913	BR	2102	14/12/2023	Bank Receipt	NCLM Church - Deposit - W.Centre - 24 &	50.00	0.00	50.00
86914	BR	4043	15/12/2023	Bank Receipt	Allotment Rent 2024 - Critchfield - 3 CA	42.62	0.00	42.62
86915	BR	4043	15/12/2023	Bank Receipt	Allotment Rent 2024 - Beech - 3 PL	85.25	0.00	85.25
86916	BR	4043	18/12/2023	Bank Receipt	Allotment Rent 2024 - Willers - 8A CA	38.75	0.00	38.75
86917	BR	4043	18/12/2023	Bank Receipt	Allotment Rent 2024 - Howard - 30A PL	46.50	0.00	46.50
86918	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Kempson - 21 & 21A	85.24	0.00	85.24
86919	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Pizzingrilli - 5A CA	42.62	0.00	42.62
86923	BR	2102	19/12/2023	Card Receipt	Charlotte's Kitchen - Deposit - W.Centre -	200.00	0.00	200.00
86924	BR	4043	19/12/2023	Card Receipt	Allotment Rent 2024 - Churcher - 12 WR	31.00	0.00	31.00
86926	BR	4043	18/12/2023	Bank Receipt	Allotment Rent 2024 - Parker - 10 PL	42.62	0.00	42.62
86927	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Noakes - 33A PL	44.56	0.00	44.56
86928	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Cooper - 20 PL	46.50	0.00	46.50
86929	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Bell - 38 PL	44.56	0.00	44.56
86930	BR	4043	19/12/2023	Bank Receipt	Allotment Rent 2024 - Martin - 6A CA	42.62	0.00	42.62
86931	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Ulrich - 28 & 28A PL	89.12	0.00	89.12
86932	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Brown - 5 CA	50.38	0.00	50.38
86933	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Bellew - 7A CA	38.75	0.00	38.75
86934	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Hughes - 1 PL	38.75	0.00	38.75
86935	BR	2102	20/12/2023	Card Receipt	Blind Veterans - Deposit - W.Centre - 3 &	50.00	0.00	50.00
86936	BR	4043	20/12/2023	Card Receipt	Allotment Rent 2024 - Ward - 30 CA	42.62	0.00	42.62
86937	BR	6101	20/12/2023	Card Receipt	Carol Concert Auction - Harris (CancerWise)	25.00	0.00	25.00

Date: 16/01/2024  
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**Rustington Parish Council**  
**Current Account - Bank Receipts**

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86938	BR	4043	20/12/2023	Card Receipt	Allotment Rent 2024 - Robson - 24 CA	46.50	0.00	46.50	
86948	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Franklin - 4 PL	44.56	0.00	44.56	
86949	BR	4043	20/12/2023	Bank Receipt	Allotment Rent 2024 - Taylor - 9 CA	38.75	0.00	38.75	
86950	BR	4043	21/12/2023	Bank Receipt	Allotment Rent 2024 - Block - 2 WR	46.50	0.00	46.50	
86951	BR	4043	21/12/2023	Bank Receipt	Allotment Rent 2024 - Burns - 25 PL	46.50	0.00	46.50	
86952	BR	4043	21/12/2023	Card Receipt	Allotment Rent 2024 - Wicks - 25 CA	50.38	0.00	50.38	
86962	BR	4043	22/12/2023	Bank Receipt	Allotment Rent 2024 - Thompson - 37A PL	87.18	0.00	87.18	
86963	BR	4047	27/12/2023	Bank Receipt	R'ton S&S Club - Rent - 3rd Quarter	3,300.00	0.00	3,300.00	
86964	BR	4043	27/12/2023	Bank Receipt	Allotment Rent 2024 - Johnson - 20B CA	23.25	0.00	23.25	
86965	BR	4043	27/12/2023	Bank Receipt	Allotment Rent 2024 - Woodridge - 16 & 17 PL	166.63	0.00	166.63	
86966	BR	4043	27/12/2023	Bank Receipt	Allotment Rent 2024 - Lowas - 25A PL	46.50	0.00	46.50	
86967	BR	4043	27/12/2023	Bank Receipt	Allotment Rent 2024 - Hills - 27 PL	46.50	0.00	46.50	
86968	BR	4043	28/12/2023	Bank Receipt	Allotment Rent 2024 - Baldwin - 8 PL	42.62	0.00	42.62	
86969	BR	2102	28/12/2023	Bank Receipt	B.Sinclair - Deposit - W.Centre - 02-Mar	50.00	0.00	50.00	
86970	BR	4043	28/12/2023	Bank Receipt	Allotment Rent 2024 - Spells - 36 CA	46.50	0.00	46.50	
86971	BR	4012	28/12/2023	Bank Receipt	Hiscox - Insurance Claim - Bus Shelter	4,081.00	0.00	4,081.00	
86972	BR	4043	29/12/2023	Bank Receipt	Allotment Rent 2024 - Harding - 24 PL	46.50	0.00	46.50	
87015	BR	4043	15/12/2023	Card Receipt	Allotment Rent 2024 - Marshall - 13 WR	31.00	0.00	31.00	
87016	BR	7307	16/12/2023	Card Receipt	Staff Reimbursement (CH)	4.80	0.00	4.80	
87017	BR	2102	22/12/2023	Card Receipt	M.Wright - Deposit - Allots - 26A CA	50.00	0.00	50.00	
87018	BR	4043	22/12/2023	Card Receipt	M.Wright - Rent - Allots - 26A CA	46.50	0.00	46.50	
87019	BR	2102	22/12/2023	Card Receipt	A.Cartwright - Deposit - Allots - 19A CA	50.00	0.00	50.00	
87020	BR	4043	22/12/2023	Card Receipt	A.Cartwright - Rent - Allots - 19A CA	32.94	0.00	32.94	
87021	BR	4043	22/12/2023	Card Receipt	Allotment Rent 2024 - Minton - 20A & 22 PL	139.50	0.00	139.50	
87022	BR	4043	22/12/2023	Card Receipt	Allotment Rent 2024 - Knight - 39 PL	42.62	0.00	42.62	
87023	BR	7307	27/12/2023	Card Receipt	Staff Reimbursement (CW)	20.55	0.00	20.55	
87024	BR	6101	27/12/2023	Card Receipt	Staff Reimbursement (CW)	36.25	7.25	43.50	
87025	BR	7321	27/12/2023	Card Receipt	C.Ward - iPad Purchase x2	100.00	0.00	100.00	
87054	BR	4043	15/12/2023	Card Receipt	Allotment Rent 2024 - Cross - 8 WR	31.00	0.00	31.00	
87056	BR	4040	01/01/2024	Tidy Up	Supplier Payment - Credit Note Received,	812.76	0.00	812.76	
<b>Totals</b>						<b>£</b>	<b>13,766.97</b>	<b>7.65</b>	<b>13,774.62</b>

Date: 16/01/2024  
 Time: 09:20:29

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

Date From: 06/12/2023  
 Date To: 11/01/2024

Bank From: 1200  
 Bank To: 1200

Transaction From: 86,390  
 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	
86800	SR	ARUNU3A	07/12/2023	Bank Receipt	Sales Receipt	933.02	0.00	933.02	
86801	SA	RUSHORTI	07/12/2023	Bank Receipt	Sales Receipt	73.75	0.00	73.75	
86802	SR	ARUNU3A	07/12/2023	Bank Receipt	Sales Receipt	87.00	0.00	87.00	
86870	SR	JONESLIN	08/12/2023	Bank Receipt	Sales Receipt	43.75	0.00	43.75	
86871	SR	PLAYERS	11/12/2023	Bank Receipt	Sales Receipt	925.25	0.00	925.25	
86872	SR	YASYOGA	11/12/2023	Bank Receipt	Sales Receipt	222.75	0.00	222.75	
86873	SR	LITTLEEX	11/12/2023	Bank Receipt	Sales Receipt	759.00	0.00	759.00	
86874	SA	GUYONSUS	11/12/2023	Bank Receipt	Payment on Account	52.00	0.00	52.00	
86877	SR	CANCERUN	12/12/2023	Bank Receipt	Sales Receipt	15.25	0.00	15.25	
86889	SR	WOODTTC	18/12/2023	102128	Sales Receipt	460.88	0.00	460.88	
86890	SR	SHORTMAT	18/12/2023	102128	Sales Receipt	689.26	0.00	689.26	
86891	SR	ARUNVETE	18/12/2023	102128	Sales Receipt	25.00	0.00	25.00	
86892	SR	HOLLIDAY	18/12/2023	102128	Sales Receipt	278.50	0.00	278.50	
86907	SR	RUSTWI	13/12/2023	Bank Receipt	Sales Receipt	120.25	0.00	120.25	
86908	SR	HERITAGE	14/12/2023	Bank Receipt	Sales Receipt	43.75	0.00	43.75	
86909	SR	AGEUKWSX	18/12/2023	Bank Receipt	Sales Receipt	468.00	0.00	468.00	
86910	SR	ALZHEIME	15/12/2023	Bank Receipt	Sales Receipt	43.75	0.00	43.75	
86911	SR	RUSTPLSC	18/12/2023	Bank Receipt	Sales Receipt	536.25	0.00	536.25	
86920	SA	OSBORNEC	15/12/2023	Card Receipt	Payment on Account	43.50	0.00	43.50	
86925	SR	HOBDENS	20/12/2023	Bank Receipt	Sales Receipt	70.00	0.00	70.00	
86939	SA	RUSTWI	20/12/2023	Bank Receipt	Payment on Account	120.25	0.00	120.25	
86940	SR	PLAYERS	20/12/2023	Bank Receipt	Sales Receipt	80.00	0.00	80.00	
86941	SA	NEWCREAT	21/12/2023	Bank Receipt	Payment on Account	156.55	0.00	156.55	
86942	SA	VIRTUOSO	21/12/2023	Bank Receipt	Payment on Account	206.25	0.00	206.25	
86943	SA	SLIMWORL	21/12/2023	Bank Receipt	Payment on Account	243.00	0.00	243.00	
86944	SR	HERITAGE	21/12/2023	Bank Receipt	Sales Receipt	25.00	0.00	25.00	
86945	SA	THEATREA	21/12/2023	Bank Receipt	Payment on Account	348.25	0.00	348.25	
86946	SA	YASYOGA	21/12/2023	Bank Receipt	Payment on Account	222.75	0.00	222.75	
86947	SR	STOREP	21/12/2023	Bank Receipt	Sales Receipt	10,564.28	0.00	10,564.28	
86953	SA	RUSTWI	21/12/2023	Bank Receipt	Payment on Account	55.75	0.00	55.75	
86954	SA	LITTLEEX	21/12/2023	Bank Receipt	Payment on Account	310.50	0.00	310.50	
86955	SR	CHURTOGE	22/12/2023	Bank Receipt	Sales Receipt	25.00	0.00	25.00	
86956	SA	ARUNU3A	22/12/2023	Bank Receipt	Payment on Account	43.50	0.00	43.50	
86957	SA	ARUNU3A	22/12/2023	Bank Receipt	Payment on Account	322.25	0.00	322.25	
86958	SR	COMPFOST	22/12/2023	Bank Receipt	Sales Receipt	117.00	0.00	117.00	
86959	SA	RCCGOASI	27/12/2023	Bank Receipt	Payment on Account	103.50	0.00	103.50	
86960	SA	RCCGOASI	27/12/2023	Bank Receipt	Payment on Account	260.25	0.00	260.25	
86961	SA	SINCLAIR	28/12/2023	Bank Receipt	Payment on Account	63.50	0.00	63.50	
86973	SR	ARUNFAIR	29/12/2023	Bank Receipt	Sales Receipt	345.30	0.00	345.30	
86974	SR	TATERON	27/12/2023	Card Receipt	Sales Receipt	467.50	0.00	467.50	
87009	SA	PLAYERS	20/12/2023	Bank Receipt	Payment on Account	80.00	0.00	80.00	
87010	SA	CHARLOTT	19/12/2023	Card Receipt	Payment on Account	270.00	0.00	270.00	
<b>Totals</b>						<b>£</b>	<b>20,321.29</b>	<b>0.00</b>	<b>20,321.29</b>