

**RUSTINGTON PARISH COUNCIL**

**FINANCE AND GENERAL PURPOSES COMMITTEE**

**MINUTES:** of the Meeting held on 28 October 2024

**PRESENT:** Councillors A Cooper (Chairman), Mrs A Cooper, G Lee, Mrs S Partridge, D Rogers and P Warren

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

---

**76/24      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bennett (Work Commitment), Mrs Broomfield (Holiday) and Broomfield (Holiday). These apologies were accepted by the Committee.

**77/24      DECLARATIONS OF INTEREST**

There were no declarations of interest by Members.

**78/24      MINUTES**

The Minutes of the Meeting held on 23 September 2024 were signed by the Chairman as a correct record.

**79/24      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.

At this point in the Meeting, Councillor Lee referred to the monthly cost of the SAGE Accounting System used by the Council, and suggested that it might be beneficial to look at other Systems that might be suitable for the Council's needs, at a much lower monthly cost. He referred particularly to the Xero System which he understood would be far less expensive than the SAGE System currently used.

Following a brief discussion, it was AGREED that the Finance Manager/RFO should investigate both Xero and other Accounting Systems that might be suitable for the Council's use.

**80/24      MONTHLY BUDGET REPORT TO 11 OCTOBER 2024**

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

**81/24      NATIONAL PAY AGREEMENT 2024-2025**

The Committee considered a Report from the Clerk of the Council in respect of the implications of the above Agreement for 2024-2025.

Following a brief discussion, the Committee RECOMMENDED that the Clerk's Report be APPROVED, with the Pay Award being implemented in accordance with the National Joint Council for Local Government Services (NJC) Agreement. A copy of the Clerk's Report, and associated documentation, is attached and forms a part of these Minutes.

**There being no further business the Meeting concluded at 6.38 pm.**

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

# Rustington Parish Council

## **MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL**

28 October 2024

Date: 27/09/2024  
Time: 08:53:29

**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: 31/08/2024  
Date To: 30/09/2024

A/C: ANSCOMB Name: Mr K Anscombe

No	Type	Date	Ref	Details	Amount	Outstanding
92207	PI	21/09/2024	18288	Premises Checks & Other Tasks - Sep-24	1,155.42	1,155.42
<b>Total:</b>						<u>1,155.42</u>

A/C: ARUNBUS Name: Arun Business Supplies

No	Type	Date	Ref	Details	Amount	Outstanding
92226	PI	13/09/2024	18289	Stationery	223.96	223.96
<b>Total:</b>						<u>223.96</u>

A/C: ARUNSEC Name: Arun Security Centre

No	Type	Date	Ref	Details	Amount	Outstanding
92227	PI	23/09/2024	18290	Key Cutting - W.Centre	42.00	42.00
<b>Total:</b>						<u>42.00</u>

A/C: ARUNTRO Name: Arundel Trophies and Engravers

No	Type	Date	Ref	Details	Amount	Outstanding
92228	PI	05/09/2024	18291	Trophies & Engraving - Gardens Competition	750.43	750.43
<b>Total:</b>						<u>750.43</u>

A/C: BAILEYPA Name: Paul Bailey

No	Type	Date	Ref	Details	Amount	Outstanding
92230	PI	19/09/2024	18292	Repair/Paint x3 Bus Shelters (to inc. Seats)	600.00	600.00
<b>Total:</b>						<u>600.00</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
92232	PI	16/09/2024	18293	Supply/Fit New Mains Inc from Elect Cupb to Store Rm	8,761.00	8,761.00
92233	PI	10/09/2024	18294	Supply x2 Oil Radiators - W.Centre (etc.)	222.00	222.00
<b>Total:</b>						<u>8,983.00</u>

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
92235	PI	16/09/2024	18295	Public Toilet Cleansing Contract - Aug - inc T.Rolls	4,260.70	4,260.70
<b>Total:</b>						<u>4,260.70</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
92237	PI	10/09/2024	18296	Commercial Motor Insurance (Van) to 04-Oct-25	1,231.28	1,231.28
92238	PI	11/09/2024	18297	Commercial Motor Insurance (Tractor) to 30-Sep-25	170.59	170.59
92291	PI	10/09/2024	18323	Insurance to 30-Sep-25	13,542.15	13,542.15
92295	PI	10/09/2024	18324	FloodFlash Insurance to 30-Sep-25 - CPT (The Street)	369.37	369.37
92353	PI	10/09/2024	18323	Insurance to 30-Sep-25 - RS&SC	1,726.74	1,726.74
<b>Total:</b>						<u>17,040.13</u>

Date: 27/09/2024  
Time: 08:53:29

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

Page: 2

A/C: COLLINSP Name: Mr P Collins

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92239	PI	03/09/2024	18298	Managed IT Support Agreement etc.	2,244.00	2,244.00
<b>Total:</b>						<u>2,244.00</u>

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

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92242	PI	04/09/2024	18299	Callout - Intruder Alarm - Offices	108.00	108.00
92243	PI	09/09/2024	18300	Fire Extinguisher Maint. Inc. 2KG CO2 x2 & 3L Water x6	738.00	738.00
92244	PI	09/09/2024	18301	Fire Extinguisher Maint. Inc. 3L Water x2 Exting - Y.Centre	180.00	180.00
<b>Total:</b>						<u>1,026.00</u>

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>
92245	PI	31/08/2024	18302	Cut Back Hedging & Trees around Cricket Nets -	580.80	580.80
92246	PI	10/09/2024	18303	Lawn Mowing & Grass Collecting - Jul & Aug - Chaucer	288.00	288.00
92247	PI	21/09/2024	18304	Maintenance & Floral Contract - Sep	4,631.23	4,631.23
<b>Total:</b>						<u>5,500.03</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>
92248	PI	31/08/2024	18305	Wheelie Bins - SWC/Museum	149.57	149.57
92250	PI	31/08/2024	18306	Wheelie Bins - Rec.Ground/Y.Centre	149.63	149.63
92252	PI	31/08/2024	18307	Wheelie Bins - W.Centre/Offices	321.55	321.55
<b>Total:</b>						<u>620.75</u>

A/C: MICROSOFT 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>
92254	PI	03/09/2024	18308	Online Services - Office 365 - 03-Aug to 02-Sep	579.20	579.20
<b>Total:</b>						<u>579.20</u>

A/C: MOOREST Name: Moore East Midlands

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92261	PI	03/09/2024	18309	External Audit of Annual Return to 31-Mar-24	2,016.00	2,016.00
<b>Total:</b>						<u>2,016.00</u>

A/C: PEPPRINT Name: PEP the Printers

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92262	PI	24/09/2024	18310	Print A1 Foamex Boards x4 - Freedom of Parish Ceremony	127.20	127.20
<b>Total:</b>						<u>127.20</u>

A/C: PPLPRSLT Name: PPL PRS Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92263	PI	18/09/2024	18311	PPL/PRS Licence to 07-Sep-25 - Y.Centre	592.18	592.18
<b>Total:</b>						<u>592.18</u>

Date: 27/09/2024

Time: 08:53:29

## Rustington Parish Council

Page: 3

Supplier Invoices Recommended Payments/Payments Made

A/C: ROYBRILE Name: Royal British Legion Trading Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
92264	PI	10/09/2024	18312	Wreath of Poppies x26	670.00	670.00
92265	PI	25/09/2024	18313	Wreath of Poppies x6	150.00	150.00
<b>Total:</b>						<u>820.00</u>

A/C: SIGMA Name: Sigma Plumbing Services

No	Type	Date	Ref	Details	Amount	Outstanding
92266	PI	20/09/2024	18314	Maint/Tasks (Sep) inc. Clean Shelters (Beach & Bus) &	733.00	733.00
<b>Total:</b>						<u>733.00</u>

A/C: SOUTHCLE Name: Southern Cleaning Services

No	Type	Date	Ref	Details	Amount	Outstanding
92279	PI	19/09/2024	18315	Annual Deep Clean of W.Centre	1,440.00	1,440.00
<b>Total:</b>						<u>1,440.00</u>

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

No	Type	Date	Ref	Details	Amount	Outstanding
92280	PI	11/09/2024	18316	Cleansing Materials - Various Sites	576.08	576.08
<b>Total:</b>						<u>576.08</u>

A/C: SOUTHCO Name: South Coast Coffee Co

No	Type	Date	Ref	Details	Amount	Outstanding
92284	PI	11/09/2024	18317	Office Supplies	121.00	121.00
<b>Total:</b>						<u>121.00</u>

A/C: TRADEUK Name: Trade UK

No	Type	Date	Ref	Details	Amount	Outstanding
92285	PI	13/09/2024	18318	Amblers Dealer Boots (JB)	64.99	64.99
<b>Total:</b>						<u>64.99</u>

A/C: WELCHANI Name: Anita Welch

No	Type	Date	Ref	Details	Amount	Outstanding
92286	PI	19/09/2024	18319	Repair/Paint x3 Bus Shelters (to inc. Seats)	600.00	600.00
<b>Total:</b>						<u>600.00</u>

A/C: WIZARDWI Name: Wizard Windows

No	Type	Date	Ref	Details	Amount	Outstanding
92288	PI	11/09/2024	18320	Repair Fire Escape Doors x2 - W.Centre	190.00	190.00
<b>Total:</b>						<u>190.00</u>

A/C: WORLDPA Name: Worldpay Limited

No	Type	Date	Ref	Details	Amount	Outstanding
92289	PI	01/09/2024	18321	Subscription Fee - Sep-24	11.94	11.94
<b>Total:</b>						<u>11.94</u>

A/C: WSCC Name: West Sussex County Council

No	Type	Date	Ref	Details	Amount	Outstanding
92290	PI	04/09/2024	18322	Rent - WPSF - 29-Sep to 24-Dec	312.50	312.50
<b>Total:</b>						<u>312.50</u>

**Grand Total** 50,630.51

Date: 10/10/2024  
 Time: 15:12:05

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

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

Date From: 02/09/2024  
 Date To: 10/10/2024

A/C: BARCOMB Name: Barcombe Landscapes Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
92795	PI	30/09/2024	18355	Price Adjust on Inv Nos: 5582/5623 (18029/18189)	895.20	895.20
92814	PI	02/09/2024	18356	Various Grounds Maint. to incl. Mowing Rec.Ground - 19 of	1,597.20	1,597.20
<b>Total:</b>						<u>2,492.40</u>

A/C: BREWERS Name: Brewers Decorator Centres

No	Type	Date	Ref	Details	Amount	Outstanding
92819	PI	30/09/2024	18357	Sadolin Classic Teak No.3 x2	169.97	169.97
<b>Total:</b>						<u>169.97</u>

A/C: CARDINUS Name: Cardinus Risk Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
92820	PI	13/09/2024	18358	Valuation of Changing Places Toilet	666.00	666.00
<b>Total:</b>						<u>666.00</u>

A/C: CRIMSONC Name: CCA Events LLP

No	Type	Date	Ref	Details	Amount	Outstanding
92821	PI	08/10/2024	18359	PA System & Sound Engineer 50% Dep - Remembrance	253.40	253.40
<b>Total:</b>						<u>253.40</u>

A/C: FREELEI Name: Freedom Leisure

No	Type	Date	Ref	Details	Amount	Outstanding
92822	PI	18/09/2024	18360	Delivery of Active Play Summer Sessions - Rec.Ground	800.00	800.00
<b>Total:</b>						<u>800.00</u>

A/C: GOPAKED Name: Gopak

No	Type	Date	Ref	Details	Amount	Outstanding
92823	PI	08/10/2024	18361	Contour 25 Folding Tables - Beech (1830x685x700mm) x3	509.44	509.44
<b>Total:</b>						<u>509.44</u>

A/C: GRUNDON Name: Grundon Waste Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
92824	PI	30/09/2024	18362	Wheelie Bins - SWC/Museum	118.31	118.31
92826	PI	30/09/2024	18363	Wheelie Bins - Rec.Ground/Y.Centre	149.36	149.36
92828	PI	30/09/2024	18364	Wheelie Bins - W.Centre/Offices	265.60	265.60
<b>Total:</b>						<u>533.27</u>

A/C: HERTSFUL Name: Herts Fullstop

No	Type	Date	Ref	Details	Amount	Outstanding
92830	PI	07/10/2024	18365	Briteline Line Marking Paint 12.5 x10	295.08	295.08
<b>Total:</b>						<u>295.08</u>

Date: 10/10/2024  
Time: 15:12:05

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

Page: 5

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>
92831	PI	26/09/2024	18366	Safety Mats to 15-Jan	347.01	347.01
<b>Total:</b>						<u>347.01</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>
92833	PI	03/10/2024	18367	Online Services - Office 365 - 03-Sep to 02-Oct	579.20	579.20
<b>Total:</b>						<u>579.20</u>

A/C: PEPPRINT Name: PEP the Printers

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92840	PI	30/09/2024	18368	A2 Full Colour 120gsm Laser Posters x6 - Museum	43.20	43.20
<b>Total:</b>						<u>43.20</u>

A/C: SHAW&SO Name: Shaw & Sons Limited

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
92841	PI	09/09/2024	18369	Scroll - Freedom of the Parish	131.94	131.94
<b>Total:</b>						<u>131.94</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>
92842	PI	02/10/2024	18370	Contract Cleaning - 30-Aug to 27-Sep - W.Centre & Offices	1,800.00	1,800.00
92843	PI	02/10/2024	18371	Machine Scrub & Clean VMH Floor x2 - Sep	140.40	140.40
<b>Total:</b>						<u>1,940.40</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>
92844	PI	01/10/2024	18372	Subscription Fee - Oct-24	11.94	11.94
<b>Total:</b>						<u>11.94</u>
<b>Grand Total</b>						<u>8,773.25</u>

Date: 27/09/2024

## Rustington Parish Council

Page: 6

Time: 08:57:41

Current Account - Recommended Payments/Payments MadeDate From: 01/09/2024  
Date To: 30/09/2024Bank From: 1200  
Bank To: 1200Transaction From: 91,988  
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	
92296	BP	2103	25/09/2024	18325 - BankPay	B.Coskin - Deposit Refund - W.Centre	50.00	0.00	50.00	
92297	BP	2103	25/09/2024	18326 - WorldPay	D.Spasesoska - Deposit Refund - W.Centre	200.00	0.00	200.00	
92298	BP	2103	25/09/2024	18327 - BankPay	R.Alam - Deposit Refund - W.Centre	200.00	0.00	200.00	
92299	BP	2103	25/09/2024	18328 - WorldPay	L.Keeffe (Phab Friends) - Deposit Refund - W.Centre	200.00	0.00	200.00	
92300	BP	2103	25/09/2024	18329 - WorldPay	V.Allen - Deposit Refund - W.Centre	200.00	0.00	200.00	
92301	BP	2103	25/09/2024	18330 - BankPay	Kapow - Deposit - W.Centre	200.00	0.00	200.00	
92302	BP	2103	25/09/2024	18331 - BankPay	R.Manly - Deposit Refund - W.Centre	200.00	0.00	200.00	
92303	BP	7202	10/09/2024	DD - 18332 (8761)	Business Stream - Water - Rec Ground to 26-Aug - Est	40.16	0.00	40.16	
92304	BP	7202	10/09/2024	DD - 18333 (5809)	Business Stream - Water - W.Centre to 26-Aug - Est	203.60	0.00	203.60	
92305	BP	7202	27/09/2024	DD - 18334 (3125)	Business Stream - Water - Gdn Hydrant to 14-Sep -	19.15	0.00	19.15	
92306	BP	7202	12/09/2024	DD - 18335 (1096)	Business Stream - Water - Broadmark Toilets to 28-Aug -	34.05	0.00	34.05	
92307	BP	7202	13/09/2024	DD - 18336 (2466)	Business Stream - Water - Churchill Toilets to 30-Aug -	411.22	0.00	411.22	
92308	BP	7202	20/09/2024	DD - 18337 (7237)	Business Stream - Water - The Street Toilets to 07-Sep -	45.57	0.00	45.57	
92309	BP	7202	10/09/2024	DD - 18338 (1115)	Business Stream - Water - Y.Centre to 26-Aug - Est	322.88	0.00	322.88	
92310	BP	7202	27/09/2024	DD - 18339 (1100)	Business Stream - Water - Conbar Allots to 13-Sep - Est	63.57	0.00	63.57	
92311	BP	7202	19/09/2024	DD - 18340 (3693)	Business Stream - Water - Penfold Allots to 04-Sep - Est	291.12	0.00	291.12	
92312	BP	7202	17/09/2024	DD - 18341 (1198)	Business Stream - Water - W.Road Allots to 30-Aug - Est	12.78	0.00	12.78	
92313	BP	7202	25/09/2024	18342 (8761)	Business Stream - Water - Rec.Ground - Disconnection	661.26	132.25	793.51	
92314	BP	7300	15/09/2024	DD - 18343 (...)	BT - Office Mobile (Emergency Phone)	12.34	2.47	14.81	
92315	BP	7300	15/09/2024	DD - 18343 (...)	BT - LAA Officer Mobile	12.34	2.47	14.81	
92316	BP	7203	12/09/2024	DD - 18344	SSE - Electric - SWC - to 31-Aug - SM	102.51	20.50	123.01	
92317	BP	7203	12/09/2024	DD - 18344	SSE - Electric - Museum - to 31-Aug - SM	102.51	20.50	123.01	
92318	BP	7321	01/09/2024	DD - 18345	Sage - Finance Support Package - Sep	454.63	90.93	545.56	
92319	BP	7130	19/09/2024	DD - 18346	WorldPay - Monthly Transactions Fee for Aug (65%)	15.22	0.00	15.22	
92320	BP	7130	19/09/2024	DD - 18346	WorldPay - Monthly Transactions Fee for Aug (25%)	5.85	0.00	5.85	
92321	BP	7130	19/09/2024	DD - 18346	WorldPay - Monthly Transactions Fee for Aug (10%)	2.34	0.00	2.34	
92322	BP	7130	19/09/2024	DD - 18346	WorldPay - Monthly Payment Approvals	0.32	0.06	0.38	
92323	BP	7130	19/09/2024	DD - 18346	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80	
92324	BP	7204	17/09/2024	DD - 18347 (...)	Total Energies - Gas - W.Centre - R1 to 31-Aug	58.61	2.92	61.53	
92325	BP	7204	17/09/2024	DD - 18347 (...)	Total Energies - Gas - W.Centre - R2 to 31-Aug	47.14	2.36	49.50	
92326	BP	7204	17/09/2024	DD - 18347 (...)	Total Energies - Gas - Y.Centre to 31-Aug	42.44	2.12	44.56	
92327	BP	7206	14/09/2024	DD - 18348 - NW1	Amazon (Amazon Bus.) - 25L Swing Bins x2 - Y.Centre	21.98	4.40	26.38	
92328	BP	7206	14/09/2024	DD - 18348 - NW1	Amazon (Amazon Bus.) - 60L Swing Bin - W.Centre	11.24	2.25	13.49	
92329	BP	6012	14/09/2024	DD - 18348 - NW1	Sheet Plastics - Acrylic Sheet - Map Board - Sea Lane	73.78	14.76	88.54	
92330	BP	6100	14/09/2024	DD - 18348 - NW1	Sainsbury's - Refreshments & Gifts - Civic Service	200.70	40.14	240.84	
92331	BP	6100	14/09/2024	DD - 18348 - NW1	Sainsbury's - Delivery Fee - Civic Service	4.50	0.00	4.50	
92332	BP	6101	14/09/2024	DD - 18348 - NW1	Sainsbury's - Gifts - Carol Concert	72.47	14.49	86.96	
92333	BP	7320	14/09/2024	DD - 18348 - NW1	Amazon (Hangz.) - Legal Embossing Stickers - Office	7.49	1.50	8.99	
92334	BP	6111	14/09/2024	DD - 18348 - NW1	Amazon (Shenz.) - Sensory Scissors x3 - Museum	3.57	0.72	4.29	
92335	BP	7104	14/09/2024	DD - 18348 - NW1	Amazon (Rikkel Corp) - Paper Plates - Freedom of	46.56	9.32	55.88	
92336	BP	7104	14/09/2024	DD - 18348 - NW1	Amazon (Amazon Bus.) - Legal Embossing Stickers -	17.80	3.57	21.37	
92337	BP	7104	14/09/2024	DD - 18349 - NW1	Sainsbury's - Refreshments - Freedom of Parish	207.50	41.50	249.00	
92338	BP	7104	14/09/2024	DD - 18349 - NW1	Sainsbury's - Refreshments - Freedom of Parish	7.84	0.00	7.84	
92339	BP	7206	14/09/2024	DD - 18349 - NW1	Sainsbury's - Cleansing Material - W.Centre	18.20	3.64	21.84	
92340	BP	7206	14/09/2024	DD - 18349 - NW1	Sainsbury's - Cleansing Material - Y.Centre	0.75	0.15	0.90	
92341	BP	7206	14/09/2024	DD - 18349 - NW1	Sainsbury's - Cleansing Material - Museum	0.37	0.07	0.44	
92342	BP	7206	14/09/2024	DD - 18349 - NW1	Sainsbury's - Cleansing Material - SWC	0.38	0.08	0.46	
92343	BP	5007	14/09/2024	DD - 18350 - NW1	Shell - Car Wash - Council Vehicle	8.29	1.66	9.95	
92344	BP	5007	14/09/2024	DD - 18350 - NW1	BP Rustington - Diesel - Council Vehicle	55.37	11.08	66.45	
92345	BP	6017	14/09/2024	DD - 18350 - NW1	BP Rustington - Plant Fuel - Mowers	35.11	7.02	42.13	
92346	BP	5007	14/09/2024	DD - 18350 - NW1	Halfords - Headlight Bulbs x2 - Council Vehicle	27.48	5.50	32.98	
92347	BP	6017	14/09/2024	DD - 18350 - NW1	BP Rustington - Plant Fuel - Mowers	26.55	5.31	31.86	
92367	BP	7310	01/09/2024	DD - TV L	TV Licence - Youth Centre	13.25	0.00	13.25	



Date: 27/09/2024

**Rustington Parish Council**

Page: 7

Time: 08:57:41

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

92368	BP	7321	18/09/2024	DD - SAGE	Sage - People Manger	68.60	13.72	82.32	
92369	BP	7201	24/09/2024	DD - ADC	ADC - Rates - R'ton Youth Centre	474.00	0.00	474.00	
92370	BP	7201	25/09/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50	
92371	BP	7201	25/09/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50	
92372	BP	7201	26/09/2024	DD - ADC	ADC - Rates - The Woodlands Centre	649.00	0.00	649.00	
92374	BP	2103	27/09/2024	18352 - BankPay	H.Haselip - Deposit Refund - W.Centre	200.00	0.00	200.00	
92375	BP	2103	27/09/2024	18353 - WorldPay	C.Hasted - Deposit Refund - W.Centre	25.00	0.00	25.00	
<b>Totals</b>						<b>£</b>	<b><u>6,782.39</u></b>	<b><u>458.26</u></b>	<b><u>7,240.65</u></b>

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

Date From: 20/09/2024  
Date To: 31/10/2024

Bank From: 1200  
Bank To: 1200

Transaction From: 92,503  
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	
92503	BP	7202	20/09/2024	DD - 18354 (4677)	Business Stream - Water Point to 06-Sep - Service	19.15	3.83	22.98	
92845	BP	7213	11/10/2024	18373	RCC - Maint of Cricket Square - 2024 - 2 of 4 - 30 Sep 24	1,825.00	0.00	1,825.00	
92846	BP	7202	11/10/2024	18374	Business Stream - Water - Garden Hydrant -	661.26	132.25	793.51	
92847	BP	7202	11/10/2024	18375	Business Stream - Water - Watering Point -	661.26	132.25	793.51	
92848	BP	7104	11/10/2024	18376	N.Cook - Cup Cakes for Freedom of the Parish	140.00	0.00	140.00	
92849	BP	5007	14/10/2024	DD - 18377	DVLA - Vehicle Tax - Ford Transit Connect	335.00	0.00	335.00	
92850	BP	7321	01/10/2024	DD - 18378	Sage - Finance Support Package - Oct	438.50	87.70	526.20	
92851	BP	7130	21/10/2024	DD - 18379	WorldPay - Monthly Transactions Fee for Sep (65%)	22.56	0.00	22.56	
92852	BP	7130	21/10/2024	DD - 18379	WorldPay - Monthly Transactions Fee for Aug (25%)	3.64	0.00	3.64	
92853	BP	7130	21/10/2024	DD - 18379	WorldPay - Monthly Transactions Fee for Aug (10%)	2.92	0.00	2.92	
92854	BP	7130	21/10/2024	DD - 18379	WorldPay - Monthly Payment Approvals	0.41	0.08	0.49	
92855	BP	7130	21/10/2024	DD - 18346	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80	
92857	BP	6017	14/10/2024	DD - 18380 - JB	BP Rustington - Plant Fuel - Mowers	25.77	5.15	30.92	
92858	BP	6017	14/10/2024	DD - 18380 - JB	BP Rustington - Plant Fuel - Mowers	24.31	4.86	29.17	
92859	BP	6017	14/10/2024	DD - 18380 - JB	BP Rustington - Diesel - Council Vehicle	50.31	10.06	60.37	
92860	BP	7104	14/10/2024	DD - 18380 - JB	All Seasons - Table Covering - Freedom of the Parish	5.24	1.04	6.28	
92861	BP	7104	14/10/2024	DD - 18381 - EL	Sainsbury's - Refreshments - Freedom of the Parish	9.38	1.87	11.25	
92862	BP	6100	14/10/2024	DD - 18381 - EL	Sainsbury's - Refreshments & Gift Bags - Civic Service	6.87	1.38	8.25	
92863	BP	7303	14/10/2024	DD - 18381 - EL	Sainsbury's - Orange Juice - Council Meetings	4.38	0.87	5.25	
92864	BP	7303	14/10/2024	DD - 18381 - EL	Sainsbury's - Sweeteners - Council Meetings	2.25	0.00	2.25	
92865	BP	6101	14/10/2024	DD - 18381 - EL	Sainsbury's - Carol Concert Gifts	85.00	17.00	102.00	
92866	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (Safelincs) St John Assorted Plasters - W.Centre	1.64	0.32	1.96	
92867	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (Safelincs) St John Assorted Plasters - Y.Centre	1.63	0.33	1.96	
92868	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (Safelincs) St John Assorted Plasters - SWC	1.65	0.33	1.98	
92869	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (JFA Medical) Sterile Dressing Bandages -	4.45	0.88	5.33	
92870	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (JFA Medical) Sterile Dressing Bandages -	4.44	0.89	5.33	
92871	BP	7206	14/10/2024	DD - 18382 - CW	Amazon (JFA Medical) Sterile Dressing Bandages - SWC	4.43	0.89	5.32	
92872	BP	7303	14/10/2024	DD - 18382 - CW	Amazon - Key Ring Hoops - W.Centre	4.54	0.91	5.45	
92873	BP	7206	14/10/2024	DD - 18382 - CW	Amazon - First Aid Box Tamper Labels - W.Centre	6.78	1.36	8.14	
92874	BP	7206	14/10/2024	DD - 18382 - CW	Amazon - First Aid Box Tamper Labels - Y.Centre	6.78	1.36	8.14	
92875	BP	7206	14/10/2024	DD - 18382 - CW	Amazon - First Aid Box Tamper Labels - SWC	6.78	1.35	8.13	
92876	BP	5001	14/10/2024	DD - 18382 - CW	Amazon (Mina Rezk) - Oven Baking Tray Set - W.Centre	14.20	2.84	17.04	
92877	BP	5001	14/10/2024	DD - 18382 - CW	Amazon (Mina Rezk) - Oven Baking Tray Set - Y.Centre	14.20	2.84	17.04	
92878	BP	5001	14/10/2024	DD - 18382 - CW	Amazon (Mina Rezk) - Oven Baking Tray Set - SWC	14.20	2.84	17.04	
92879	BP	7320	14/10/2024	DD - 18382 - CW	Amazon (Gauder) - White Board Magnets	7.80	1.56	9.36	
92880	BP	5001	14/10/2024	DD - 18382 - CW	Amazon (Shenzhen) - Corner Clamps for Woodwork	10.68	2.14	12.82	
92881	BP	7320	14/10/2024	DD - 18382 - CW	Amazon - Gel Rollerpens - Office	13.20	2.64	15.84	
92882	BP	6110	14/10/2024	DD - 18382 - CW	Canva - Subscription - 2024/25	83.33	16.66	99.99	
92883	BP	7303	14/10/2024	DD - 18382 - CW	Amazon - Glass Flutes (24)	30.00	6.00	36.00	
92884	BP	7104	14/10/2024	DD - 18382 - CW	Frames R Us - 35mm Birch Frame - Freedom of the	39.06	7.82	46.88	
92885	BP	7104	14/10/2024	DD - 18382 - CW	Amazon (Spiritia) - Serviettes - Freedom of the Parish	9.08	1.82	10.90	
92886	BP	6100	14/10/2024	DD - 18382 - CW	Amazon (Spiritia) - Serviettes - Civic Service	9.08	1.82	10.90	
92887	BP	7320	14/10/2024	DD - 18382 - CW	Amazon - Laminating Pouches	11.46	2.29	13.75	
92888	BP	7206	14/10/2024	DD - 18382 - CW	Toolstation - Window Handle - Y.Centre	5.40	1.08	6.48	
92889	BP	5007	14/10/2024	DD - 18382 - CW	Niall Cars - MOT - Council Vehicle	45.00	0.00	45.00	
92890	BP	5001	14/10/2024	DD - 18382 - CW	Hobbycraft - Easles x2	18.33	3.67	22.00	
92891	BP	5001	14/10/2024	DD - 18382 - CW	Hobbycraft - Easles x2	18.33	3.67	22.00	
92892	BP	7303	14/10/2024	DD - 18382 - CW	Waitrose - Milk - Offices	3.10	0.00	3.10	
92893	BP	7104	14/10/2024	DD - 18382 - CW	Waitrose - Sandwich Platters - Freedom of the Parish	182.50	36.50	219.00	
92894	BP	7310	01/10/2024	DD - TV L	TV Licence - Youth Centre	13.25	0.00	13.25	
92895	BP	7201	24/10/2024	DD - ADC	ADC - Rates - R'ton Youth Centre	474.00	0.00	474.00	
92896	BP	7201	25/10/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50	
92897	BP	7201	25/10/2024	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50	
92898	BP	7201	26/10/2024	DD - ADC	ADC - Rates - The Woodlands Centre	649.00	0.00	649.00	
<b>Totals</b>						<b>£</b>	<b>6,324.53</b>	<b>503.95</b>	<b>6,828.48</b>

Date: 26/09/2024  
Time: 16:12:18

**Rustington Parish Council**  
**Day Books: Customer Payments (Summary)**

Page: 9

Date From: 01/09/2024  
Date To: 30/09/2024

Bank From: 1200  
Bank To: 1200

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

Customer From :  
Customer To: ZZZZZZZZ

Bank: 1200                      Currency: Pound Sterling

No	Type	Date	Account	Ref	Details	Net £	Tax £	Gross £
92356	SP	26/09/2024	KAPOWWRE	18351 -	Sales Payment	17.67	0.00	17.67
<b>Totals</b>						<b>£ 17.67</b>	<b>0.00</b>	<b>17.67</b>

Date: 18/10/2024  
Time: 13:12:33

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

Page: 1

Date From: 01/10/2024  
Date To: 18/10/2024

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
92779	BP	6107	4	13/10/2024	7650	D.Wigley - Gardens Competition Winner	50.00	0.00	50.00
92780	BP	6107	4	13/10/2024	7651	J.Newman - Gardens Competition Winner	25.00	0.00	25.00
92781	BP	6107	4	13/10/2024	7652	The Lamb Public House - Gardens Competition Winner	50.00	0.00	50.00
92782	BP	6107	4	13/10/2024	7653	T.Hunt - Gardens Competition Winner	100.00	0.00	100.00
92783	BP	6107	4	13/10/2024	7654	M.Lamprell - Gardens Competition Winner	25.00	0.00	25.00
92784	BP	6107	4	13/10/2024	7655	Hargreaves Properties - Gardens Competition Winner	50.00	0.00	50.00
92785	BP	6107	4	13/10/2024	7656	Georgian Gardens CP School - Gardens Competition	50.00	0.00	50.00
92786	BP	6107	4	13/10/2024	7657	R'ton CP School - Gardens Competition Winner	50.00	0.00	50.00
92787	BP	6107	4	13/10/2024	7658	The Hidden Twitten (VN) - Gardens Competition Winner	50.00	0.00	50.00
92788	BP	6107	4	13/10/2024	7659	R'ton Methodist Church Gdn (KT) - Gardens Competition	25.00	0.00	25.00
92789	BP	6102	9	13/10/2024	7660	J.Robinson - Parishioner's Award Winner	50.00	0.00	50.00
92790	BP	6102	9	13/10/2024	7661	W'ing & District Community First Responders - PAW	50.00	0.00	50.00
92791	BP	6102	9	13/10/2024	7662	Mr & Mrs R Elliman - Parishioner's Award Winner	50.00	0.00	50.00
92792	BP	6100	9	13/10/2024	7662	A.Robinson - Organist - Civic Service	50.00	0.00	50.00
<b>Totals</b>							<b>£ 675.00</b>	<b>0.00</b>	<b>675.00</b>

**Rustington Parish Council**  
**Bank Payment Summary - 25 September 2024**

Salaries (Gross) - Employees	£ 26,809.00
<i>Includes Mileage Claim (N/Code: 7101)</i>	£ -
Employers - N.I.	£ 2,460.34
Employers - Superann.	£ 2,491.02
Legal & General - Ill Health Liability Insurance	£ -
Total Employers Liabilities	<u>£ 31,760.36</u>
Councillor / Chairman Allowances	<u>£ 2,323.30</u>
Total Liabilities	<u>£ 34,083.66</u>

**Rustington Parish Council**  
**Reconciled Balances as at 30 September 2024**

<b>NatWest Bank:-</b>	
Current Account	£ 45,250.91
Imprest Account	£ 1,077.77
<b>Reserve Accounts:</b>	
General Fund	£ 463,116.48
35-Day Notice (276) - Earmarked Reserves	£ 10,781.56
35-Day Notice (284)	£ 233,375.91
35-Day Notice (670) - Section 106 Funds	£ 21,274.49
Museum Reserve	£ 2,808.19
Plant Equipment Renewal	£ 4,126.32
<b>Capital Accounts:</b>	
Opportunity and Special Purchases	£ 1,505.54
<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	£ 119,644.23
Petty Cash	£ 225.93
<b>Total in Accounts</b>	
	<u>£ 1,003,187.33</u>
<b>Un-Reconciled Payments</b>	
	<u>£ 1,934.30</u>
<b>Grand Total</b>	
	<u>£ 1,001,253.03</u>

Date: 18/10/2024  
 Time: 13:24:04

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

Page: 11

Date From: 06/09/2024  
 Date To: 18/10/2024  
 Transaction From: 92,170  
 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	
92391	BR	2102	24/09/2024	Bank Receipt	Silver & Gold Ltd (Vint Rd Sw) - Deposit -	50.00	0.00	50.00	
92392	BR	6008	25/09/2024	Bank Receipt	UK Power Networks - Cancellation of New	22,771.68	4,554.34	27,326.02	
92393	BR	4047	25/09/2024	Bank Receipt	R'ton S&S Club - Rent - 3rd Quarter	4,125.00	0.00	4,125.00	
92461	BR	2102	26/09/2024	Bank Receipt	A.Yonchev - Deposit - W.Centre - 20-Oct	200.00	0.00	200.00	
92462	BR	2102	30/09/2024	Bank Receipt	L.Sparks (Taylor) - Deposit - Allots - 7A PL	50.00	0.00	50.00	
92463	BR	2102	26/09/2024	Card Receipt	G.Meachim - Deposit - Y.Centre - 07-Dec	50.00	0.00	50.00	
92464	BR	2102	26/09/2024	Card Receipt	F.Brunning - Deposit - Allots - 36 CA	50.00	0.00	50.00	
92934	BR	2102	02/10/2024	Bank Receipt	R.Wilson - Deposit - W.Centre - 27-Dec	200.00	0.00	200.00	
92935	BR	2102	09/10/2024	Bank Receipt	R'ton Home Guard Rifle Club - Deposit -	50.00	0.00	50.00	
92947	BR	6101	02/10/2024	Card Receipt	Staff Reimbursement (CW)	15.42	3.08	18.50	
92948	BR	7104	02/10/2024	Card Receipt	Staff Reimbursement (CW)	60.00	12.00	72.00	
<b>Totals</b>						<b>£</b>	<b>27,622.10</b>	<b>4,569.42</b>	<b>32,191.52</b>

Date: 18/10/2024  
 Time: 13:27:25

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

Date From: 06/09/2024  
 DateTo: 18/10/2024

Bank From: 1200  
 Bank To: 1200

Transaction From: 92,168  
 Transaction To: 99,999,999

Customer From:  
 Customer To: ZZZZZZZZ

Bank No	Type	A/C	Currency	Date	Ref	Details	Net	Tax	Gross
92376	SR	SHORTMAT	Pound Sterling	09/09/2024		Bank Receipt Sales Receipt	675.00	0.00	675.00
92377	SR	PHABFRIE		10/09/2024		Bank Receipt Sales Receipt	188.37	0.00	188.37
92378	SR	BEAUMONH		11/09/2024		Bank Receipt Sales Receipt	68.00	0.00	68.00
92379	SR	RUSTFC		12/09/2024		Bank Receipt Sales Receipt	485.00	0.00	485.00
92380	SR	INTERCOU		12/09/2024		Bank Receipt Sales Receipt	300.00	0.00	300.00
92381	SR	RCCGOASI		12/09/2024		Bank Receipt Sales Receipt	72.00	0.00	72.00
92382	SR	RCCGOASI		12/09/2024		Bank Receipt Sales Receipt	384.00	0.00	384.00
92383	SR	AGEUKWSX		13/09/2024		Bank Receipt Sales Receipt	363.00	0.00	363.00
92384	SA	DRISCOLL		16/09/2024		Bank Receipt Payment on Account	51.00	0.00	51.00
92385	SR	PRESADD		06/09/2024		Bank Receipt Sales Receipt	58.00	0.00	58.00
92386	SR	RUSTPLSC		20/09/2024		Bank Receipt Sales Receipt	429.00	0.00	429.00
92387	SR	RUSTPLSC		20/09/2024		Bank Receipt Sales Receipt	168.00	0.00	168.00
92388	SR	ALZHEIME		20/09/2024		Bank Receipt Sales Receipt	45.00	0.00	45.00
92389	SA	DRISCOLL		23/09/2024		Bank Receipt Payment on Account	103.00	0.00	103.00
92390	SA	VINTRDSH		24/09/2024		Bank Receipt Payment on Account	138.00	0.00	138.00
92394	SR	LHMUSTRU		20/09/2024		Bank Receipt Sales Receipt	74.00	0.00	74.00
92395	SR	LHMUSTRU		20/09/2024		Bank Receipt Sales Receipt	24.51	0.00	24.51
92396	SR	ALLENVAL		12/09/2024		Card Receipt Sales Receipt	191.00	0.00	191.00
92397	SA	MANLYROS		20/09/2024		Card Receipt Payment on Account	30.00	0.00	30.00
92398	SA	MANLYROS		23/09/2024		Card Receipt Payment on Account	112.00	0.00	112.00
92399	SA	ZACHMERT		25/09/2024		Card Receipt Payment on Account	29.00	0.00	29.00
92428	SA	ARUNU3A		09/09/2024		Bank Receipt Payment on Account	428.00	0.00	428.00
92459	SA	YONCHEVS		26/09/2024		Bank Receipt Payment on Account	121.00	0.00	121.00
92460	SA	DRISCOLL		30/09/2024		Bank Receipt Payment on Account	51.00	0.00	51.00
92465	SA	TATERON		27/09/2024		Card Receipt Payment on Account	354.00	0.00	354.00
92476	SR	ANSCOMBE		01/10/2024		Supplier Inv Sales Receipt	56.00	0.00	56.00
92913	SA	WOODTTC		02/10/2024	102142	Payment on Account	614.25	0.00	614.25
92914	SR	ARUNFAIR		01/10/2024		Bank Receipt Sales Receipt	301.00	0.00	301.00
92915	SR	PLAYERS		02/10/2024		Bank Receipt Sales Receipt	85.00	0.00	85.00
92916	SR	MSSERVIC		02/10/2024		Bank Receipt Sales Receipt	100.00	0.00	100.00
92917	SA	BABYSUPE		02/10/2024		Bank Receipt Payment on Account	34.50	0.00	34.50
92918	SA	BABYSUPE		02/10/2024		Bank Receipt Payment on Account	103.50	0.00	103.50
92919	SR	RUSTWI		03/10/2024		Bank Receipt Sales Receipt	25.00	0.00	25.00
92920	SR	HERITAGE		04/10/2024		Bank Receipt Sales Receipt	39.00	0.00	39.00
92921	SR	RUSTRESA		04/10/2024		Bank Receipt Sales Receipt	25.00	0.00	25.00
92922	SR	THEATREA		04/10/2024		Bank Receipt Sales Receipt	490.00	0.00	490.00
92923	SR	VIRTUOSO		04/10/2024		Bank Receipt Sales Receipt	155.00	0.00	155.00
92924	SR	TYLERGRA		04/10/2024		Bank Receipt Sales Receipt	27.50	0.00	27.50
92925	SR	SLIMWORL		04/10/2024		Bank Receipt Sales Receipt	261.36	0.00	261.36
92926	SR	FERNANDE		07/10/2024		Bank Receipt Sales Receipt	190.00	0.00	190.00
92927	SR	ADFAS		07/10/2024		Bank Receipt Sales Receipt	88.00	0.00	88.00
92928	SR	RUSTWI		07/10/2024		Bank Receipt Sales Receipt	123.00	0.00	123.00
92929	SR	SHORTMAT		07/10/2024		Bank Receipt Sales Receipt	577.00	0.00	577.00
92930	SA	SEASONAR		07/10/2024		Bank Receipt Payment on Account	500.00	0.00	500.00
92931	SR	YASYOGA		08/10/2024		Bank Receipt Sales Receipt	308.00	0.00	308.00
92932	SR	RUSTBELL		08/10/2024		Bank Receipt Sales Receipt	25.00	0.00	25.00
92933	SR	PLAYERS		09/10/2024		Bank Receipt Sales Receipt	64.00	0.00	64.00
92936	SR	RUSTHGRC		09/10/2024		Bank Receipt Sales Receipt	42.00	0.00	42.00
92937	SR	PLAYERS		09/10/2024		Bank Receipt Sales Receipt	176.00	0.00	176.00
92938	SR	RCCGOASI		09/10/2024		Bank Receipt Sales Receipt	270.00	0.00	270.00
92939	SR	CHURTOGE		10/10/2024		Bank Receipt Sales Receipt	25.00	0.00	25.00
92940	SA	STONERJO		10/10/2024		Bank Receipt Payment on Account	47.00	0.00	47.00
92941	SR	AGEUKWSX		11/10/2024		Bank Receipt Sales Receipt	605.00	0.00	605.00
92942	SR	RUSTSPSC		11/10/2024		Bank Receipt Sales Receipt	25.00	0.00	25.00
92943	SR	RUSTSPSC		11/10/2024		Bank Receipt Sales Receipt	929.11	0.00	929.11
92944	SA	STONERJO		07/10/2024		Card Receipt Payment on Account	20.00	0.00	20.00
92945	SR	RAOBUFFA		07/10/2024		Card Receipt Sales Receipt	55.00	0.00	55.00
92946	SR	WAITROSE		03/10/2024		Sales Receipt	25.00	0.00	25.00
<b>Totals</b>							<b>£</b>	<b>11,353.10</b>	<b>11,353.10</b>

**CONFIDENTIAL**

**RUSTINGTON PARISH COUNCIL**

**FINANCE AND GENERAL PURPOSES COMMITTEE - 28 OCTOBER 2024**

**National Salary Award - 2024-2025**

1. Notification has now been received from the National Joint Council (NJC) for Local Government Services that agreement has been reached on the new Pay Award for 2024-2025, backdated to 1 April 2024 (copy attached).
2. As has been the case for many years, provision has been made by the Council for a 6% increase for employees in its 2024/2025 Budget. At the time of setting the annual Budget, it was anticipated that this provision would cover additional hours and any incremental salary increases that the Council might wish to make during the year.
3. The Committee is asked to RECOMMEND that the Council approves the implementation of the terms of this National Agreement in respect of its own employees.

**28 October 2024**

**Clerk of the Council**

# National Joint Council for local government services

**Employers' Secretary**  
Naomi Cooke

**Trade Union Secretaries**

Mike Short, UNISON  
Sharon Wilde, GMB

**Address for correspondence**  
Local Government Association  
18 Smith Square  
London SW1P 3HZ  
Tel: 020 7664 3000  
[info@local.gov.uk](mailto:info@local.gov.uk)

**Address for correspondence**  
UNISON Centre  
130 Euston Road  
London NW1 2AY  
Tel: 0845 3550845  
[l.government@unison.co.uk](mailto:l.government@unison.co.uk)

**To: Chief Executives in England, Wales and N Ireland  
(to be shared with Finance Director and HR Director)  
Regional Employer Organisations  
Members of the National Joint Council**

22 October 2024

Dear Chief Executive,

## **LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2024**

Employers are encouraged to implement this pay award as swiftly as possible.

Agreement has been reached on rates of pay applicable from **1 April 2024** (covering the period 1 April 2024 to 31 March 2025). The new pay rates, each increased by £1,290 per annum, are attached at **Annex 1**.

All locally determined pay points above the maximum of the pay spine but graded below deputy chief officer, should be increased by 2.50 per cent, in accordance with Green Book Part 2 Para 5.4<sup>1</sup>.

The new rates for allowances, uprated by 2.50 per cent, are set out at **Annex 2**.

### **Joint work**

It has been agreed that there will be joint discussions on how the NJC can capture gender, ethnicity and disability pay gap information that will be of most benefit to the sector.

### **Backpay for employees who have left employment since 1 April 2024**

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2024 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly.

---

<sup>1</sup> The Green Book Part 2 Para 5.4 provides that posts paid above the maximum of the pay spine but graded below deputy chief officer are within scope of the NJC. The pay levels for such posts are determined locally, but once fixed are increased in line with agreements reached by the NJC.



Further detail is provided in [section 15 of the HR guide](#) and the [Backdated Pay Award FAQs](#), which are available on the [employer resources section](#) of [www.lgpsregs.org](http://www.lgpsregs.org).

Yours faithfully,

*Naomi  
Cooke*

**Naomi Cooke**

*M. R. Short*

**Mike Short**

*Sharon Wilde*

**Sharon Wilde**

SCP	01-Apr-23		01-Apr-24	
	per annum	per hour	per annum	per hour
1	<i>Deleted wef 01 Apr 23</i>			
2	£22,366	£11.59	£23,656	£12.26
3	£22,737	£11.79	£24,027	£12.45
4	£23,114	£11.98	£24,404	£12.65
5	£23,500	£12.18	£24,790	£12.85
6	£23,893	£12.38	£25,183	£13.05
7	£24,294	£12.59	£25,584	£13.26
8	£24,702	£12.80	£25,992	£13.47
9	£25,119	£13.02	£26,409	£13.69
10	£25,545	£13.24	£26,835	£13.91
11	£25,979	£13.47	£27,269	£14.13
12	£26,421	£13.69	£27,711	£14.36
13	£26,873	£13.93	£28,163	£14.60
14	£27,334	£14.17	£28,624	£14.84
15	£27,803	£14.41	£29,093	£15.08
16	£28,282	£14.66	£29,572	£15.33
17	£28,770	£14.91	£30,060	£15.58
18	£29,269	£15.17	£30,559	£15.84
19	£29,777	£15.43	£31,067	£16.10
20	£30,296	£15.70	£31,586	£16.37
21	£30,825	£15.98	£32,115	£16.65
22	£31,364	£16.26	£32,654	£16.93
23	£32,076	£16.63	£33,366	£17.29
24	£33,024	£17.12	£34,314	£17.79
25	£33,945	£17.59	£35,235	£18.26
26	£34,834	£18.06	£36,124	£18.72
27	£35,745	£18.53	£37,035	£19.20
28	£36,648	£19.00	£37,938	£19.66
29	£37,336	£19.35	£38,626	£20.02
30	£38,223	£19.81	£39,513	£20.48
31	£39,186	£20.31	£40,476	£20.98
32	£40,221	£20.85	£41,511	£21.52
33	£41,418	£21.47	£42,708	£22.14
34	£42,403	£21.98	£43,693	£22.65
35	£43,421	£22.51	£44,711	£23.17
36	£44,428	£23.03	£45,718	£23.70
37	£45,441	£23.55	£46,731	£24.22
38	£46,464	£24.08	£47,754	£24.75
39	£47,420	£24.58	£48,710	£25.25
40	£48,474	£25.13	£49,764	£25.79
41	£49,498	£25.66	£50,788	£26.32
42	£50,512	£26.18	£51,802	£26.85
43	£51,515	£26.70	£52,805	£27.37

NB: hourly rate calculated by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week)

Part 3 Paragraph 2.6(e) Sleeping-in Duty Payment:

**1 April 2024**  
£41.78

**RATES OF PROTECTED ALLOWANCES AT 1 APRIL 2024  
(FORMER APT&C AGREEMENT (PURPLE BOOK))**

**Paragraph 28(3) Nursery Staffs in Educational Establishments - Special Educational Needs Allowance**

**1 April 2024**  
£1,491

**Paragraph 28(14) Laboratory / Workshop Technicians**

City and Guilds Science Laboratory Technician's Certificate Allowance:

**1 April 2024**  
£243

City and Guilds Laboratory Technician's Advanced Certificate Allowance:

**1 April 2024**  
£175

**Paragraph 32 London Weighting and Fringe Area Allowances £ Per Annum**

Inner Fringe Area:

**1 April 2024**  
£1,013

Outer Fringe Area:

**1 April 2024**  
£706

**Paragraph 36 Standby Duty Allowance - Social Workers (1)(a)(i) Allowance - Per Session**

**1 April 2024**  
£33.63

**FORMER MANUAL WORKER AGREEMENT (WHITE BOOK)**

**Section 1 Paragraph 3 London and Fringe Area Allowances £ Per Annum**

Inner Fringe Area:

**1 April 2024**

£1,013

Outer Fringe Area:

**1 April 2024**

£706