RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 27 October 2025

PRESENT: Councillors A Cooper (In the Chair), Mrs C Broomfield, M Broomfield, Mrs A Cooper,

G Lee, Mrs S Partridge and D Rogers

In attendance: Councillors J Ceiriog-Hughes and Mrs C Stevens, Mrs C Ward (Clerk of the Council) and

Ms R Costan (Deputy Clerk)

88/25 CHAIRMAN OF THE MEETING

In the absence of Councillors Bennett and Warren, Chairman and Vice-Chairman of the Committee, Councillor Cooper, Chairman of the Council, Chaired the Meeting.

89/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bennett (Work Commitment) and Warren (Personal). These apologies were accepted by the Committee.

90/25 DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

91/25 MINUTES

The Minutes of the Meeting held on 22 September 2025 were signed by the Chairman as a correct record.

92/25 RECONCILED BANK BALANCES AS AT 30 SEPTEMBER 2025

The Committee NOTED the Council's Reconciled Bank Balances as at 30 September 2025, as verified by Councillor Lee.

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

93/25 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.

94/25 MONTHLY BUDGET REPORT TO 17 OCTOBER 2025

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

95/25 WEST SUSSEX COUNTY COUNCIL - LOCAL GOVERNMENT PENSION SCHEME (LGPS) - 2024/2025 EMPLOYERS PERFORMANCE

The Clerk reported that she had previously circulated a letter received from Rachel Wood, Head of Pensions, advising that the Council had been rated as 'showing no concerns' across the three benchmarked criteria (timeliness, financial control, and data quality), when submitting the statutory end-of-year return for its LGPS Members who contributed to the Scheme during any part of that year.

The Committee was pleased to NOTE this information.

96/25 EXCLUSION OF THE PUBLIC AND PRESS

The Committee, pursuant to Section 100 of the Local Government Act 1972, RESOLVED that Members of the Public, and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

97/25 COUNCIL'S OPERATION - ARRANGEMENTS FOR THE CHRISTMAS AND NEW YEAR PERIODS

The Clerk reminded the Committee of the Policy adopted in 2023 (Minute 78/23 refers), in respect of the Council's Operation during the Christmas and New Year Periods, which was as follows:-

- The Council Offices, Village Information Centre and Museum to be closed from midday on Christmas Eve (or the last working day before Christmas Eve) through to the first normal working day after New Year's Day
- Personnel (with the exception of those required to work) to give up their two additional Statutory Leave days to cover the period of closure
- The Clerk/Deputy Clerk to provide cover for public via out of hours phone, Facebook Messenger and the Enquiry email will be monitored
- Full details of how to make contact with the Council to be made available on the doors of the Samuel Wickens Centre and Council Offices
- Website and Facebook Page (regular Posts) to include a news article detailing contacts of key services during the Christmas period.

The Clerk then asked the Committee if it would be prepared to consider the Council Offices, Village Information Centre and Museum remaining closed on Friday 2 January 2026 and, instead, reopening as follows:-

Council Offices Monday 5 January 2026 Village Information Centre and Museum Saturday 3 January 2026

She reminded Members that the three working days between Christmas and the New Year would be covered, as in previous years, by members of personnel using their two statutory leave days, plus one additional day being awarded by the Council. She then said that as the reopening day fell on a Friday, she was hoping that the Committee might consider the Council Offices remaining closed until Monday 5 January 2026, and the Village Information Centre and Museum remaining closed until Saturday 3 January 2026. She advised that this would require the Council to consider possibly awarding one additional day's leave for all members of personnel or, alternatively, requesting them to take an annual leave day.

Following a brief discussion, the Committee RECOMMENDED that for 2026 only, the existing Policy should be varied as follows, in respect of the Council Offices, Village Information Centre and Museum:-

- An additional day's leave should be awarded to all Members of personnel to cover Friday 2 January 2026
- The Council Offices to be closed from midday on Christmas Eve and should reopen at 10.00 am on Monday 5 January 2026
- The Village Information Centre and Museum to be closed from midday on Christmas Eve and should reopen at 9.00 am on Saturday 3 January 2026.

Chairman:	Date:

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

Rustington Parish Council

Reconciled Balances as at 30 September 2025

NatWest Bank:-								
Current Account		£	11,362.68					
Imprest Account		£	1,380.55					
Reserve Accounts:								
General F	General Fund							
35-Day No	tice (276) - Earmarked Reserves	£	11,070.52					
35-Day No	tice (284)	£	239,630.98					
35-Day No	tice (670) - Section 106 Funds	£	21,844.69					
Museum F	Reserve	£	2,842.37					
Plant Equi	pment Renewal	£	5,179.72					
Capital Accounts:								
	ty and Special Purchases	£	1,523.87					
CCLA:								
Capital Account:								
•	ctor Deposit Fund	£	100,000.00					
	nthly Dividends Credited from PSDA into Nationwide Account							
Nationwide Building Society:								
Capital Account:								
35-Day Sa	ver	£	127,855.86					
	Total on Bank Statements	ı <u>E</u>	1,057,298.33					
	Un-Reconciled Payments	£	1,270.15					
		£	1,058,568.48					
Petty Cash		£	272.30					
	Grand Total	£	1,058,840.78					

Checked against Bank Statements

Councillor G Lee (FGP)

200/25.

Rustington Parish Council

MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL

Date:

Time:

07/10/2025

13:04:10

Rustington Parish Council Supplier Invoices Recommended Payments/Payments Made

Supplier From: Supplier To:

7777777

Date From: Date To:

Total:

2,344.00

30/06/2025 07/10/2025

Transaction From:

Transaction To: 99,999,999 A/C: ANSCOMB Name: Mr K Anscombe **Amount** Outstanding Details No Type Date Ref 19177 Premises Checks & Other Tasks - Sep-25 1,200.42 1,200.42 25/09/2025 ы 99166 Total: 1,200.42 A/C: ARUNBUS Name: Arun Business Supplies **Details** Amount Outstanding Ref No Type Date 308.93 308.93 30/09/2025 19178 Stationery 99186 Ы Total: 308.93 A/C: ARUNCOM Name: Arun Church Outstanding Details Amount <u>No</u> Type Date Ref 67.00 -67.00 PC 30/06/2025 19179 Snr Y, Club - Subs/Donations - Apr-Jun (Card) 99187 30/06/2025 Snr Y.Club - Subs/Donations - Apr-Jun - Bank Charges 1,29 1.29 99189 Ы 19179 Youth Wkr x1 & Support Wkrs x2 - Snr Y.Club - Jul 1,110.89 1,110.89 99191 Ы 31/07/2025 19182 146.81 Snr. Y.Club Tuck Purchases - Apr-Jun 146.81 Ы 30/06/2025 19180 99193 Youth Wkr x1 & Support Wkrs x2 - Increased Costs -1,429.13 1,429.13 Ы 99194 30/06/2025 19181 Total: 2,621.12 A/C: BAILEYPA Name: Paul Bailey Outstanding Details **Amount** Ref No Type Date 500,00 Sand/Stain Bus Stop and Other Items 500.00 99195 Ы 18/09/2025 19183 Total: 500.00 A/C: BARKERSE Name: Barkers Electrical (Rustington) Ltd Outstanding **Details** Amount No Date Ref Type 469.00 469.00 19184 Supply/Fit Bosh Oven - JdeB Kitchen - W.Centre 99198 Ы 18/09/2025 80.90 80.90 Supply Hoover Bags & Batteries (Dorgards) - W.Centre Ы 19/09/2025 19185 99199 997.00 Supply/Fit Bosh Induction Hob, Oven, Visor Hood & Filter -997.00 Ы 23/09/2025 19186 99200 90.00 Monthly Electrical Maintenance, ELT & Works - All Centres 90.00 Ы 02/10/2025 19187 99201 Total: 1,636.90 Biffa Waste Services Limited A/C: **BIFFA** Name: Outstanding Ref **Details** <u>Amount</u> No Туре Date 4,359.66 4,359.66 Public Toilet Cleansing Contract - Aug - inc T.Rolls 99205 Ы 29/09/2025 19188 Total: 4,359.66 Arthur J Gallagher Insurance Brokers Ltd A/C: CAME&CO Name: Outstanding **Details** <u>Amount</u> <u>No</u> Type Date Ref Commercial Motor Insurance (Van) to 04-Oct-26 1,268.27 1,268.27 99207 Ы 19/09/2025 19189 16,005.48 99208 Ы 29/09/2025 19190 Insurance to 30-Sep-26 16,005.48 Total: 17,273.75 A/C: COLLINSP Name: Mr P Collins Outstanding **Amount** Ref **Details** No Type <u>Date</u> 2,344.00 2,344.00 Managed IT Support Agreement etc. 99213 Ы 15/09/2025 19191

Date: Time: 07/10/2025 13:04:10

Rustington Parish Council Supplier Invoices Recommended Payments/Payments Made

County Tree Surgeons Ltd A/C: COUNTYTR Name: Outstanding Details Amount Ref <u>No</u> Type Date 1,140.00 1,140.00 Tree Conditions Survey - Rec.Groun & Other Sites Ы 02/10/2025 19224 99216 Total: 1,140.00 FARGROLT Name: Fargro Limited A/C: Outstanding <u>Amount</u> <u>Details</u> No Type <u>Date</u> Ref 15.26 15.26 Ы 28/07/2025 19192 Brass Quick Coupling Hose Tail 1/2" - Rec Ground 99220 Total: 15.26 **FERRING** Name: Ferring Nurseries A/C: Details **Amount** Outstanding Date Ref No Type 4,862.78 4,862.78 99221 PΙ 21/09/2025 19193 Maintenance & Floral Contract - Sep Total: 4,862.78 A/C: **FREELE!** Name: Freedom Leisure Outstanding Amount Details <u>No</u> Type <u>Date</u> Ref 1,080.00 1,080.00 19194 Delivery of Active Play Summer Sessions - Rec. Ground 99222 Ы 22/09/2025 Total: 1,080.00 A/C: GRUNDON Name: Grundon Waste Management Ltd **Details** <u>Amount</u> Outstanding <u>Date</u> Ref No **Type** 125.26 125.26 30/09/2025 19197 Wheelie Bins - SWC/Museum 99223 Ы 129.67 129.67 Wheelie Bins - Rec. Ground/Y. Centre 99225 Ы 30/09/2025 19196 281.09 281.09 Wheelie Bins - W.Centre/Offices Ы 30/09/2025 19195 99227 Total: 536.02 A/C: INITIALW Name: Rentokil Initial UK Ltd Outstanding Details Amount <u>Date</u> Ref No Type 381.71 381.71 Safety Mats to 15-Jan 99229 Ы 26/09/2025 19198 Total: 381.71 MARBLEEL Name: Marble Electrical Contractors t/a Marble A/C: Outstanding Date **Details** <u>Amount</u> Ref No Type 333.00 333.00 99231 Ы 30/09/2025 19199 Fire Extinguisher Servicing - All Sites Total: 333.00 A/C: MICROSOF Name: Microsoft Ireland Operations Ltd Outstanding <u>Details</u> <u>Amount</u> No Type **Date** Ref 557.70 557.70 ы 03/10/2025 Online Services - Office 365 - 03-Sep to 02-Oct 99236 19200 Total: 557.70 A/C: PEPPRINT PEP the Printers Name: Details **Amount** Outstanding **Date** Ref **Type** No 219.60 219.60 99243 26/09/2025 19201 x15 Foamex Boards - Remembrance Sunday

Total:

219.60

Date: Time: 07/10/2025

13:04:10

Rustington Parish Council

Supplier Invoices Recommended Payments/Payments Made

A/C:	PHSCR	OLL Massac				
	THOOK	OU Name:	PHS Group			
No	Туре	Date	Ref	Details	Amount	Outstanding
99244	PI	22/08/2025	19202	Annual Duty of Care to 30-Sep-26 - Office	44.35	44.3
99245	PI	22/08/2025	19203	Annual Duty of Care to 30-Sep-26 - W.Cent Ext Toil	44.35	44.3
99246	PI	22/08/2025	19204	Annual Duty of Care to 30-Sep-26 - Churchill Toilets	44.35	44.3
-			19205	Annual Duty of Care to 30-Sep-26 - The Street Toilets	44.35	44.3
99247	PI	22/08/2025		· ·	44.35	44.3
99248	PI	22/08/2025	19206	Annual Duty of Care to 30-Sep-26 - Broadmark Toilets		
99249	PI	22/08/2025	19207	Annual Duty of Care to 30-Sep-26 - W.Centre	44.35	44.3
99250	PI	22/08/2025	19208	Annual Duty of Care to 30-Sep-26 - Y.Centre	44.35	44.3
99251	PI	22/08/2025	19209	Annual Duty of Care to 30-Sep-26 - SWC	44.35	44.3
				Total:		354.8
A/C:	PLAYIN	SP Name:	The Play Inspection Company Ltd			
No	Туре	Dat <u>e</u>	Ref	Details	<u>Amount</u>	Outstanding
— 99253	PI	31/07/2025	19210	Operational Inspection - Rec. Ground Equipment	93.90	93.9
99200	г	31/07/2023	19210	Total:	30.30	
				l Otal.		93.9
A/C:	ROYBR	LE Name:	Royal British Legion Trading Ltd			
<u>No</u>	Туре	<u>Date</u>	Ref	<u>Details</u>	Amount	Outstanding
 99254	P!	26/08/2025	19223	Wreath of Poppies x 34	856.50	856.5
73234	11	20/00/2020	10220			
				Total:		856.5
A/C:	SITEBO	XL Name:	Sitebox Limited			
No.	Туре	<u>Date</u>	Ref	<u>Details</u>	<u>Amount</u>	Outstanding
9255	P!	16/09/2025	19211	Lumag Rambo HC10 Petrol Wood Chipper	869.99	869.9
75200		10/00/2020		Total:		000.0
	OOLITU I	20 N	On the Onest Communication of			869.9
A/C:	SOUTH	CC Name:	South Coast Commercial Cleaning	Group	<u> </u>	
N.	T		Ref	Details	Amount	Outstanding
<u>No</u>	Type	<u>Date</u>				Outstanding
				Window Cleaning (Extn.) - Oct - W.Centre/Y.Centre	132.00	17/12/2003
	<u>l ype</u> Pl	<u>Date</u> 03/10/2025	19212	Window Cleaning (Extn) - Oct - W.Centre/Y, Centre	132.00	132.0
99256	Pl	03/10/2025	19212	Window Cleaning (Extn) - Oct - W.Centre/Y, Centre Total:	132.00	17/12/2003
9256	Pl				132.00	132.0 132.0
99256 VC:	Pl	03/10/2025	19212		132.00 <u>Amount</u>	132.0
9256 VC:	SOUTH	03/10/2025 CLE Name: Date	19212 Southern Cleaning Services Ref	Total: Details	Amount	132.0 132.0 Outstandin
9256 VC: lo 9258	SOUTH	03/10/2025 CLE Name: Date 04/10/2025	19212 Southern Cleaning Services Ref 19214	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices	<u>Amount</u> 1,800.00	132.0 132.0 Outstandin 1,800.0
99256 NC: No	SOUTH	03/10/2025 CLE Name: Date	19212 Southern Cleaning Services Ref	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep	Amount	132.0 132.0 Outstandin 1,800.0 140.4
99256 A/C: No 99258 99259	SOUTH: Type PI PI	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025	Southern Cleaning Services Ref 19214 19213	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices	<u>Amount</u> 1,800.00	132.0 132.0 Outstandin 1,800.0 140.4
99256 A/C: No 99258 99259 A/C:	SOUTH: Type PI PI SOUTH:	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name:	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total:	Amount 1,800.00 140.40	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4
99256 A/C: 99258 99259 A/C:	SOUTH: Type PI PI SOUTH: Type	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details	Amount 1,800.00 140.40	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4
NC: No 99258 99259 NC: No	SOUTH: Type PI PI SOUTH:	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name:	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total:	Amount 1,800.00 140.40 Amount 200.31	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4 Outstandin 200.3
99256 A/C: 99258 99259 A/C:	SOUTH: Type PI PI SOUTH: Type	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details	Amount 1,800.00 140.40	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4
99256 A/C: 99258 99259 A/C: No	PI SOUTH Type PI PI SOUTH	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date 25/09/2025	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd Ref 19215	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details Cleansing Materials - Various Sites	Amount 1,800.00 140.40 Amount 200.31	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4 Outstandin 200.3
99256 A/C: 99258 99259 A/C: No 99260 99264	SOUTH: Type PI PI SOUTH: Type PI PI	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date 25/09/2025	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd Ref 19215	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details Cleansing Materials - Various Sites Cleansing Materials - Various Sites	Amount 1,800.00 140.40 Amount 200.31	132.0 132.0 Outstandin 1,800.0 140.4 1,940.4 Outstandin 200.3 34.6
99256 A/C: 99258 99259 A/C: 40 99260 99264	SOUTH: Type PI PI SOUTH: Type PI PI SOUTH:	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date 25/09/2025 30/09/2025	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd Ref 19215 19216 Southern Mobility Centres Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details Cleansing Materials - Various Sites Cleansing Materials - Various Sites Total:	Amount 1,800.00 140.40 Amount 200.31	0utstandin 1,800.0 140.4 0utstandin 200.3 34.6
99256 A/C: 99258 99259 A/C: 99260 99264 A/C:	SOUTH: Type PI PI SOUTH: Type PI PI SOUTH: Type	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date 25/09/2025 30/09/2025	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd Ref 19215 19216 Southern Mobility Centres Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details Cleansing Materials - Various Sites Cleansing Materials - Various Sites Total:	Amount 1,800.00 140.40 Amount 200.31 34.69	0utstandin 1,800.0 140.4 1,940.4 0utstandin 200.3 34.6 235.0
9256 VC: 19258 19259 VC: 19258 19259 VC: 100 19260 19264	SOUTH: Type PI PI SOUTH: Type PI PI SOUTH:	03/10/2025 CLE Name: Date 04/10/2025 04/10/2025 CO Name: Date 25/09/2025 30/09/2025	Southern Cleaning Services Ref 19214 19213 Southern Counties Jan.Supp.Ltd Ref 19215 19216 Southern Mobility Centres Ltd	Details Contract Cleaning - 29-Aug to 26-Sep - W.Centre & Offices Machine Scrub & Clean VMH Floor x2 - Sep Total: Details Cleansing Materials - Various Sites Cleansing Materials - Various Sites Total:	Amount 1,800.00 140.40 Amount 200.31 34.69	0utstandin 1,800.0 140.4 0utstandin 200.3 34.6 235.0

Date: Time: 07/10/2025

13:04:10

Rustington Parish Council

Supplier Invoices Recommended Payments/Payments Made

A/C:	SUN-XL	KL Name:	Sun-X (United Kingdom) Ltd				
No	Туре	<u>Date</u>	Ref	<u>Details</u>		Amount	Outstanding
99268	PI	25/09/2025	19218	Prepare/Install Dark Silver Safety Window Film - N.Lounge		438.00	438.00
99269	Pl	25/09/2025	19219	Prepare/Install Dark Silver Safety Window Film - Office (CH)		102.00	102.00
				-	Total:		540.00
A/C:	WARDM	IAR Name:	Mr M Ward				
No	Туре	Date	Ref	<u>Details</u>		Amount	Outstanding
99270	Pl	22/09/2025	19220	Open C.Park Barrier/Play Area/Litter Pick - Sun x3, etc		105.00	105.00
				-	Total:		105.00
A/C:	WARME	MO Name:	War Memorial Conservation Co				
No	Туре	Date	Ref	Details		Amount	Outstanding
99272	Pl	01/10/2025	19221	Supply/Install x9 Wreath Wiring Kits - War Memorial		2,394.30	2,394.30
					Total:		2,394.30
A/C:	WORLD	PA Name :	Worldpay Limited				
No	Туре	Date	Ref	<u>Details</u>		Amount	Outstanding
99273	PI	01/10/2025	19222	Subscription Fee - Oct-25		11.94	11.94
					Total:		11.94
					Grand Total		46,976.68

07/10/2025 Date: Time: 15:44:17

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

01/09/2025 Date From: 30/10/2025 ${\bf DateTo:}$

1200 1200 Bank From: Bank To:

Transaction From:

N/C From:

99,274 99,999,999 Transaction To:

N/C To: 99999999

Dept From: 999 Dept To:

Bank:	1200		Currency:	Pound Sterling				
No	Type	N/C	Date	Ref	Details	Net	Tax	Gross
99274	BP	6111	07/10/2025	19225 - BankPay	D.Grier - Talk on Conducting, Inside and Out - 17-Sep -	70.00	0_00	70.00
99275	BP	2103	07/10/2025	19226 - BankPay	M.Hudson - Deposit Refund - Allots - 12A CA	50.00	0.00	50.00
99276	BP	7303	07/10/2025	19227 - BankPay	R'ton S&S Club - Contribution towards Car Park Fencing	3,000.00	600.00	3,600.00
99278	BP	2103	07/10/2025	19241 - BankPay	C.Bell - Deposit Refund - W.Centre	50.00	0.00	50.00
99279	BP	2103	07/10/2025	19242 - BankPay	R'ton Golf Centre - Ladies - Deposit Refund - SWC	50.00	0.00	50.00
99280	BP	7300	15/10/2025	DD - 19229 (BT - Office Mobile (Emergency Phone)	13.12	2,63	15.75
99281	BP	7300	15/10/2025	DD - 19229 (BT - LAA Officer Mobile	13,12	2.62	15.74
99282	8P	7202	20/10/2025	DD - 19230 (1096)	Business Stream - Water - Broadmark Toilets to 05-Oct -	184.58	0.00	184.58
99283	BP	7202	06/09/2025	DD - 19231 (1100)	Business Stream - Water - Conbar Allots to 13-Sep - Est	339.12	0.00	339.12
99284	BP	7204	16/10/2025	DD - 19232 (Total Energies - Gas - W.Centre - R1 to 30-Sep	213.58	10.68	224.26
99285	BP	7204	16/10/2025	DD - 19233 (Total Energies - Gas - W.Centre - R2 to 30-Sep	27.30	1.37	28.67
99286	BP	7203	29/09/2025	DD - 19234	SSE - Electric - W. Centre - to 31-Aug - SM	707.05	141.41	848.46
99287	BP	7203	29/09/2025	DD - 19235	SSE - Electric - Broadmark Toilets - to 31-Aug - SM	77.17	3.86	81.03
99288	BP	7203	26/09/2025	DD - 19236	SSE - Electric - Churchill Toilets - to 31-Aug - SM	199.22	9.96	209.18
99289	BP	7203	29/09/2025	DD - 19237	SSE - Electric - The Street Toilets - to 31-Aug - SM	73.28	3.66	76.94
99290	BP	7203	29/09/2025	DD - 19238	SSE - Electric - Y. Centre - to 31-Aug - SM	207.60	10.38	217.98
99291	BP	7203	29/09/2025	DD - 19239	SSE - Electric - SWC - to 31-Aug - SM	141.40	7.07	148.47
99292	BP	7203	29/09/2025	DD - 19239	SSE - Electric - Museum - to 31-Aug - SM	141.40	7.07	148.47
99293	BP	7321	01/10/2025	DD - 19240	Sage - Finance/Payroll Support Package - Oct	480.50	96.10	576.60
99294	BP	7310	01/10/2025	DD - TV L	TV Licence - Youth Centre	15.00	0.00	15.00
99295	BP	7201	24/10/2025	DD - ADC	ADC - Rates - R'ton Youth Centre	474.00	0.00	474.00
99296	BP	7201	25/10/2025	DD - ADC	ADC - Rates - The Woodlands Centre	649.00	0.00	649.00
99297	BP	7201	26/10/2025	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50
99298	BP	7201	26/10/2025	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50
99332	BP	7106	07/10/2025	19243 - BankPay	R.Costan (Specsavers) - Glasses (RC)	40.00	000	40.00
99333	BP	7303	07/10/2025	19244 - BankPay	C.Harris (Tesco) - Batteries for Hand Towel Dryers	14.17	2.83	17.00
					Totals £	7,519.61	899.64	8,419.25

Imprest Account - Petty Cash Requirements - 16 October 2025

Chq.No.7676 - Petty Cash (Office) - £118.13

Chq.No.7667 - Cancelled

Rustington Parish Council Bank Payment Summary - 25 September 2025

Salaries (Gross) - Employees Includes Mileage Claim (N/Code: 7101) £	£	25,872.31
Employers - N.I.	£	3,192.78
Employers - Superann.	£	1,900.49
Legal & General - III Health Liability Insurance	£	37
	_	
Total Employers Liabilities	£	30,965.58
	-	
Councillor / Chairman Allowances	£	2,409.40
Total Liabilities	£	33,374.98

Rustington Parish Council

Reconciled Balances as at 30 September 2025

NatWest Bank:-								
Current Account		£	11,362.68					
Imprest Account		£	1,380.55					
Reserve Accounts:	Reserve Accounts:							
General Fund	General Fund							
35-Day Notice (276) - Earmarked Rese	erves	£	11,070.52					
35-Day Notice (284)		£	239,630.98					
35-Day Notice (670) - Section 106 Fun	ds	£	21,844.69					
Museum Reserve		£	2,842.37					
Plant Equipment Renewal		£	5,179.72					
Capital Accounts:								
Opportunity and Special Purchases		£	1,523.87					
CCLA:								
Capital Account:								
Public Sector Deposit Fund		£	100,000.00					
Monthly Dividends Credited fr	om PSDA into Nationwide Account							
Nationwide Building Society:								
Capital Account:								
35-Day Saver		£	127,855.86					
=	Total on Bank Statements	£	1,057,298.33					
	Un-Reconciled Payments	£	1,270.15					
	*	£	1,058,568.48					
Petty Cash		£	272.30					
	Grand Total	£	1,058,840.78					

Rustington Parish Council 20/10/2025 **Current Account - Bank Receipts** 12:51:56

Date From: DateTo:

Date:

Time:

16/09/2025

17/10/2025

Transaction From: Transaction To:

99,999,999

Bank From: Bank To:

1200 1200

N/C From: N/C To:

99999999

Dept Fro			0 999					
Bank:	1200		Currency:	Pound Sterling				
No	Туре	N/C	Date	Ref	Details	Net	Tax	Gross
99348	BR	2102	16/09/2025	Bank Receipt	R'ton Cricket Club Colts - Deposit - W.Centre -	50.00	0.00	50.00
99349	BR	2102	18/09/2025	Bank Receipt	M.Pryor - Deposit - Allots - 36 CA - Raised	50.00	0.00	50.00
99350	BR	2102	19/09/2025	Bank Receipt	L.Dickerson - Deposit - W.Centre - 15-Nov	50.00	0.00	50.00
99351	BR	4047	25/09/2025	Bank Receipt	R'ton S&S Club - Rent - 2nd Quarter	4,125.00	0.00	4,125.00
99369	BR	2102	23/09/2025	Card Receipt	F.Gaskin - Deposit - Y.Centre - 26-Oct	50.00	0.00	50.00
99370	BR	2102	24/09/2025	Card Receipt	New Creation Life Ministries - Deposit -	50.00	0.00	50.00
99601	BR	2102	03/10/2025	Bank Receipt	M.McCluskey - Deposit - SWC - 15-Nov	50.00	0.00	50.00
99602	BR	2102	13/10/2025	Bank Receipt	E.Galloway - Deposit - Allots - 27 PL	50.00	0.00	50.00
99603	BR	2102	09/10/2025	Card Receipt	X.Hooper - Deposit - Allots - 20A PL	50.00	0.00	50.00
99604	BR	4043	09/10/2025	Card Receipt	X.Hooper - Rent - Allots - 20A PL	12.00	0.00	12.00
99605	BR	4061	16/10/2025	102154	Snr Y.Club - Subs - Apr-Jun	67.90	0.00	67.90
99606	BR	4062	16/10/2025	102154	Snr Y.Club - Tuck - Apr-Jun	75.30	0.00	75.30
99607	BR	4061	16/10/2025	102154	Snr Y. Club - Subs - Jul	17.00	0.00	17.00
99608	BR	4062	16/10/2025	102154	Snr Y.Club - Tuck - Jul	35.10	0.00	35.10
99609	BR	4061	16/10/2025	102154	Snr Y. Club - Subs - Sep	14.00	0.00	14.00
99610	BR	4062	16/10/2025	102154	Snr Y.Club - Tuck - Sep	19.96	0.00	19.96
99611	BR	4040	16/10/2025	102154	Museum - Postcards - May	1.50	0.30	1.80
99612	BR	4040	16/10/2025	102154	Museum - Donation (Talk)	48.45	0.00	48.45
99613	BR	4040	16/10/2025	102154	Museum - Donation (Talk)- Jun	35.55	0.00	35.55
99614	BR	4040	16/10/2025	102154	Museum - Postcards - Jul	4_17	0.83	5.00
99615	BR	4040	16/10/2025	102154	Museum - Donation (Talk)	11,17	0.00	11.17
					Totals £	4,867.10	<u>1.13</u>	4,868.23

Date: Time: 12:50:24

20/10/2025

Rustington Parish Council

Current Account - Customer Receipts

Date From: DateTo:

15/09/2025 17/10/2025 Bank From: Bank To:

1200 1200

Transaction From: Transaction To:

99,140 99,999,999

Customer From:

ZZZZ77777 **Customer To:**

Bank	1200	Currency	Pound Sterlin	ng				
No	Type	A/C	Date	Ref	Details	Net	Tax	Gross
99140	SA	WRIGHTMA	15/09/2025	Bank Receipt	Payment on Account	215.00	0.00	215.00
99141	SR	RCCGOASI	16/09/2025	Bank Receipt	Sales Receipt	309.00	0.00	309.00
99142	SR	RCCGOASI	16/09/2025	Bank Receipt	Sales Receipt	148.00	0.00	148,00
99346	SA	RUSTCCCO	16/09/2025	Bank Receipt	Payment on Account	90.00	0.00	90.00
99347	SR	PLAYERS	17/09/2025	Bank Receipt	Sales Receipt	175.10	0.00	175.10
99352	SR	DRISCOLL	19/09/2025	Bank Receipt	Sales Receipt	265.00	0.00	265.00
99353	SR	ALZHEIME	19/09/2025	Bank Receipt	Sales Receipt	47.00	0.00	47.00
99354	SR	STOREP	22/09/2025	Bank Receipt	Sales Receipt	178.99	0.00	178,99
99355	SR	ARUNHER	22/09/2025	Bank Receipt	Sales Receipt	86.00	0.00	86.00
99356	SR	HOBDENS	22/09/2025	Bank Receipt	Sales Receipt	300.00	0,00	300.00
99357	SR	DIAMONDD	22/09/2025	Bank Receipt	Sales Receipt	446.00	0.00	446.00
99358	SR	MUNNCHAR	22/09/2025	Bank Receipt	Sales Receipt	70.00	0.00	70.00
99359	SA	CHERORES	23/09/2025	Bank Receipt	Payment on Account	46.00	0.00	46.00
99360	SA	MARLEYST	24/09/2025	Bank Receipt	Payment on Account	66.00	0.00	66.00
99361	SR	RUSTPLSC	26/09/2025	Bank Receipt	Sales Receipt	439.00	0.00	439.00
99362	SR	RUSTPLSC	26/09/2025	Bank Receipt	Sales Receipt	172,00	0.00	172.00
99363	SR	AGEUKWSX	26/09/2025	Bank Receipt	Sales Receipt	378.00	0.00	378.00
99364	SA	BABYSUPE	29/09/2025	Bank Receipt	Payment on Account	132.00	0.00	132.00
99365	SR	MSSERVIC	30/09/2025	Bank Receipt	Sales Receipt	125.00	0.00	125.00
99366	SR	LIONS	30/09/2025	Bank Receipt	Sales Receipt	110.50	0.00	110.50
99367	SA	NEWCREAT	24/09/2025	Card Receipt	Payment on Account	197.00	0.00	197.00
99368	SA	GASKINFR	23/09/2025	Card Receipt	Payment on Account	65.00	0.00	65.00
99587	SR	CHURTOGE	02/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99588	SR	RUSTRESA	02/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99589	SR	ARUNFAIR	03/10/2025	Bank Receipt	Sales Receipt	312.00	0.00	312.00
99590	SR	TATERON	06/10/2025	Bank Receipt	Sales Receipt	462.00	0.00	462.00
99591	SR	RUSTSCOU	06/10/2025	Bank Receipt	Sales Receipt	28.50	0.00	28.50
99592	SR	RNID	08/10/2025	Bank Receipt	Sales Receipt	53.67	0.00	53.67
99593	SR	RUSTCC	09/10/2025	Bank Receipt	Sales Receipt	1,053.00	0.00	1,053.00
99594	SR	HERITAGE	10/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99595	SR	TESCORUS	10/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99596	SR	LIONS	13/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99597	SR	RUSTWI	13/10/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
99598	SR	RAOBUFFA	06/10/2025	Card Receipt	Sales Receipt	57.00	0.00	57.00
99599	SA	INTERCOU	16/10/2025	102154	Payment on Account	88.00	0.00	88.00
99600	SR	RUSTBELL	16/10/2025	102154	Sales Receipt	25.00	0.00	25.00
					Totals £	6,289.76	0.00	6,289.76