RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 24 November 2025

PRESENT: Councillors J Bennett (Chairman), Mrs C Broomfield, M Broomfield, Mrs A Cooper, A Cooper, G Lee, Mrs S Partridge, D Rogers and P Warren

In attendance: Councillor J Ceiriog-Hughes, Mrs C Harris (Finance Manager/RFO and Meeting Clerk), Mrs C Ward (Clerk of the Council) and Ms R Costan (Deputy Clerk)

98/25 APOLOGIES FOR ABSENCE

There were no apologies for absence from Members.

99/25 DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

100/25 MINUTES

The Minutes of the Meeting held on 27 October 2025 were signed by the Chairman as a correct record.

101/25 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.

The Clerk advised the Committee that the Council's tractor and associated equipment had now been sold for £2,500.00, and this had been agreed with a majority vote of the Members via email correspondence. She said that the money had been added to the Equipment Renewal Fund Account. She also advised that the items would be being removed from the Asset Register.

102/25 MONTHLY BUDGET REPORT TO 17 NOVEMBER 2025

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

103/25 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.

104/25 REPORT OF PERSONNEL SUB-COMMITTEE MEETING HELD ON 24 NOVEMBER 2025

The Committee received a verbal Report from the Chairman of the Committee of the Personnel Sub-Committee Meeting held on 24 November 2025.

Following a brief discussion, the Committee RECOMMENDED that the verbal Report of the above Meeting be APPROVED.

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

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

Rustington Parish Council

MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL

24 November 2025

Date: 22/10/2025
Time: 11:58:18

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

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

Date From: 01/09/2025
Date To: 22/10/2025

A/C: ALPHASUR Name: Alpha Surveys Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99688	PI	17/10/2025	19245	Annual Asbestos Inspection - W.Centre	180.00	180.00
				Total:		180.00

A/C: ANSCOMB Name: Mr K Anscombe

No	Type	Date	Ref	Details	Amount	Outstanding
99689	PI	21/10/2025	19246	Premises Checks & Other Tasks - Oct-25	1,231.42	1,231.42
				Total:		1,231.42

A/C: ARUNBUS Name: Arun Business Supplies

No	Type	Date	Ref	Details	Amount	Outstanding
99711	PI	07/10/2025	19247	Stationery	10.98	10.98
99712	PI	15/10/2025	19248	Stationery	274.65	274.65
				Total:		285.63

A/C: ARUNSEC Name: Arun Security Centre

No	Type	Date	Ref	Details	Amount	Outstanding
99714	PI	09/10/2025	19249	Flag Pole Keys x4	21.60	21.60
				Total:		21.60

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

No	Type	Date	Ref	Details	Amount	Outstanding
99715	PI	09/10/2025	19250	Supply/Fit 3x Data Runs - Y.Centre Wi-Fi Upgrade	926.00	926.00
99716	PI	10/10/2025	19251	Replace Failed Emergency Lights - W.Centre	536.00	536.00
				Total:		1,462.00

A/C: BIFFA Name: Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
99717	PI	13/10/2025	19252	Public Toilet Cleansing Contract - Sep - inc T.Rolls	4,359.66	4,359.66
				Total:		4,359.66

A/C: BREWERS Name: Brewers Decorator Centres

No	Type	Date	Ref	Details	Amount	Outstanding
99719	PI	30/09/2025	19253	Sadolin Classic Teak No: 3 x 3 - Bus Shelters/Seats	95.21	95.21
				Total:		95.21

A/C: BROADBA Name: Essanet Ltd t/a Broadbandbyers.com

No	Type	Date	Ref	Details	Amount	Outstanding
99720	PI	17/10/2025	19254	Ubiquiti Injector & Access Points - Y.Centre Wi-Fi Upgrade	439.82	439.82
				Total:		439.82

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

No	Type	Date	Ref	Details	Amount	Outstanding
99721	PI	02/10/2025	19255	Museum C C Insurance - Exhibition Cover	170.00	170.00
				Total:		170.00

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

A/C: CANON **Name:** Canon UK Limited

No	Type	Date	Ref	Details	Amount	Outstanding
99722	PI	08/10/2025	19256	Photocopy/Printing to 30-Sep - Office	312.56	312.56
99723	PI	08/10/2025	19257	Copier/Printer Rental to 31-Dec - SWC/Museum	20.80	20.80
99724	PI	08/10/2025	19257	Copier/Printer Rental to 31-Dec - Museum (70%)	269.94	269.94
				Total:		603.30

A/C: FERRING **Name:** Ferring Nurseries

No	Type	Date	Ref	Details	Amount	Outstanding
99727	PI	21/10/2025	19259	Maintenance & Floral Contract - Oct	4,862.78	4,862.78
				Total:		4,862.78

A/C: GOODDIRE **Name:** Good Directions Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99726	PI	17/10/2025	19258	Supply/Install x3 Southampton Seats - Greensward	3,366.00	3,366.00
				Total:		3,366.00

A/C: HOLTPUBL **Name:** Holt Publishing Limited

No	Type	Date	Ref	Details	Amount	Outstanding
99728	PI	06/10/2025	19260	All About R'ton Presentation - Gdn Comp & Paris.Award	240.00	240.00
				Total:		240.00

A/C: PPLPRSLT **Name:** PPL PRS Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99730	PI	11/09/2025	19261	PPL & PRS Licence to 07-Sep-26 - Y.Centre	620.26	620.26
				Total:		620.26

A/C: RACKHAM **Name:** Rackhams Chartered Surveyors

No	Type	Date	Ref	Details	Amount	Outstanding
99731	PI	20/10/2025	19262	Right to Light Survey & Report - Rec.Ground	500.00	500.00
				Total:		500.00

A/C: SOUTHCO **Name:** South Coast Coffee Co

No	Type	Date	Ref	Details	Amount	Outstanding
99732	PI	14/10/2025	19263	Office Supplies	181.00	181.00
				Total:		181.00

A/C: WARDMAR **Name:** Mr M Ward

No	Type	Date	Ref	Details	Amount	Outstanding
99733	PI	22/10/2025	19264	Open C.Park Barrier/Play Area/Litter Pick - Oct - Sun x4	130.00	130.00
				Total:		130.00
				Grand Total		18,748.68

Rustington Parish Council

Supplier Invoices Recommended Payments/Payments Made

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

Date From: 23/06/2025
Date To: 11/11/2025

A/C: ACEDRAIN **Name:** Ace Drainage

No	Type	Date	Ref	Details	Amount	Outstanding
99876	PI	02/11/2025	19276	Attend/Revisit Blocked Toilets/Drains - Churchill	300.00	300.00
				Total:		300.00

A/C: ARUNCOM **Name:** Arun Church

No	Type	Date	Ref	Details	Amount	Outstanding
99877	PI	31/08/2025	19277	Salaries - Snr Y.Club - Aug-25	928.85	928.85
99879	PC	09/09/2025	19278	Refund - Snr. Y.Club Tuck Purchases -	49.66	-49.66
99880	PI	30/09/2025	19279	Salaries - Snr Y.Club - Sep-25	996.39	996.39
				Total:		1,875.58

A/C: BAILEYPA **Name:** Paul Bailey

No	Type	Date	Ref	Details	Amount	Outstanding
99882	PI	06/11/2025	19280	Sand/Stain x5 Raised Planters & Other Works	400.00	400.00
				Total:		400.00

A/C: BARCOMB **Name:** Barcombe Landscapes Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99936	PI	18/10/2025	19305	Various Grounds Maint. to incl. Mowing Rec.Ground	3,097.20	3,097.20
				Total:		3,097.20

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

No	Type	Date	Ref	Details	Amount	Outstanding
99973	PI	29/10/2025	19281	Monthly Electrical Maintenance, ELT & Works - All Centres	150.00	150.00
				Total:		150.00

A/C: BIFFA **Name:** Biffa Waste Services Limited

No	Type	Date	Ref	Details	Amount	Outstanding
99945	PI	07/11/2025	19306	Public Toilet Cleansing Contract - Oct - inc T.Rolls	4,321.88	4,321.88
				Total:		4,321.88

A/C: BREAKTHR **Name:** Breakthrough Communications

No	Type	Date	Ref	Details	Amount	Outstanding
99885	PI	31/10/2025	19282	Annual Subscription to Council Hive Professional	1,196.40	1,196.40
				Total:		1,196.40

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

No	Type	Date	Ref	Details	Amount	Outstanding
99949	PI	22/09/2025	19309	Cyber Insurance Package to 04-Nov-26	352.80	352.80
				Total:		352.80

A/C: CRIMSONC **Name:** CCA Events LLP

No	Type	Date	Ref	Details	Amount	Outstanding
99947	PI	29/10/2025	19307	PA Sound System and Engineer - Remembrance Day	506.80	506.80
				Total:		506.80

Rustington Parish Council
Supplier Invoices Recommended Payments/Payments Made

A/C: FERRING **Name:** Ferring Nurseries

No	Type	Date	Ref	Details	Amount	Outstanding
99948	PI	23/06/2025	19308	Remove/Replace Border Edge - Abbotswood	828.00	828.00
				Total:		828.00

A/C: GRUNDON **Name:** Grundon Waste Management Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99886	PI	31/10/2025	19283	Wheelie Bins - SWC/Museum	146.51	146.51
99888	PI	31/10/2025	19284	Wheelie Bins - W.Centre/Offices	346.32	346.32
99890	PI	31/10/2025	19285	Wheelie Bins - Rec.Ground/Y.Centre	162.62	162.62
				Total:		655.45

A/C: MARBLEEL **Name:** Marble Electrical Contractors t/a Marble

No	Type	Date	Ref	Details	Amount	Outstanding
99892	PI	28/10/2025	19286	Fire Risk Assessment/Extinguisher Maintenance - All	1,080.00	1,080.00
99896	PI	31/10/2025	19287	Inspect/Repair - Central Heating Systems - W.Centre	807.00	807.00
				Total:		1,887.00

A/C: MICROSOF **Name:** Microsoft Ireland Operations Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99897	PI	03/11/2025	19288	Online Services - Office 365 - 03-Oct to 02-Nov	557.70	557.70
				Total:		557.70

A/C: MSSERVIC **Name:** MS Services Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99904	PI	13/10/2025	19289	Event Management - x16 Operatives Inc. 20 Radios -	1,483.20	1,483.20
				Total:		1,483.20

A/C: PLAYINSP **Name:** The Play Inspection Company Ltd

No	Type	Date	Ref	Details	Amount	Outstanding
99905	PI	29/10/2025	19321	Annual Inspection & Life Expectancy - Rec. Ground	227.88	227.88
				Total:		227.88

A/C: SOUTHCLE **Name:** Southern Cleaning Services

No	Type	Date	Ref	Details	Amount	Outstanding
99911	PI	03/11/2025	19295	Machine Scrub & Clean VMH Floor x2 - Oct	140.40	140.40
99912	PI	03/11/2025	19296	Contract Cleaning - 26-Sep to 31-Oct - W.Centre & Offices	2,250.00	2,250.00
				Total:		2,390.40

A/C: TRADEUK **Name:** Trade UK

No	Type	Date	Ref	Details	Amount	Outstanding
99906	PI	20/10/2025	19290	Various Tools - Seat Installation - Greensward	59.05	59.05
99907	PI	23/10/2025	19291	6mx x 38mm Ratchett Strap x1 - Chair Trolley - W.Centre	14.99	14.99
99908	PI	23/10/2025	19292	6mx x 38mm Ratchett Strap x3 - Chair Trolley - W.Centre	44.97	44.97
99909	PI	24/10/2025	19293	Dorguards x2 - W.Centre	233.98	233.98
99910	PI	28/10/2025	19294	Litter Picker x3, Latex Gloves - Rec.Ground	33.15	33.15
				Total:		386.14

Rustington Parish Council

Supplier Invoices Recommended Payments/Payments Made

A/C: WORLDPA **Name:** Worldpay Limited

No	Type	Date	Ref	Details	Amount	Outstanding
99913	PI	01/11/2025	19297	Subscription Fee - Nov-25	11.94	11.94
				Total:		11.94
				Grand Total		20,628.37

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

Date From: 01/09/2025
DateTo: 30/09/2025

Transaction From: 99,395
Transaction To: 99,399

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
99395	BP	7130	19/09/2025	DD - 19228	WorldPay - Monthly Transactions Fee for Aug (65%)	8.00	0.00	8.00
99396	BP	7130	19/09/2025	DD - 19228	WorldPay - Monthly Transactions Fee for Aug (25%)	4.00	0.00	4.00
99397	BP	7130	19/09/2025	DD - 19228	WorldPay - Monthly Transactions Fee for Aug (10%)	3.00	0.00	3.00
99398	BP	7130	19/09/2025	DD - 19228	WorldPay - Monthly Payment Approvals	0.09	0.02	0.11
99399	BP	7130	19/09/2025	DD - 19228	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80
					Totals £	19.09	0.82	19.91

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

Date From: 01/10/2025
DateTo: 31/10/2025

Transaction From: 99,739
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
99739	BP	6101	23/10/2025	19265	C.Ward (Home Bargains) - Gifts - Carol Concert	15.96	0.00	15.96
99740	BP	7204	17/10/2025	DD - 19266 (...	Crown Gas & Power - Gas - Y.Centre to 30-Sep - Est	82.43	4.12	86.55
99741	BP	7203	25/10/2025	DD - 19267	SSE - Electric - W.Centre - to 30-Sep - SM	684.26	136.85	821.11
99742	BP	7203	25/10/2025	DD - 19268	SSE - Electric - Broadmark Toilets - to 30-Sep - SM	74.71	3.74	78.45
99743	BP	7203	27/10/2025	DD - 19269	SSE - Electric - Churchill Toilets - to 30-Sep - SM	192.79	9.64	202.43
99744	BP	7203	25/10/2025	DD - 19270	SSE - Electric - The Street Toilets - to 30-Sep - SM	70.91	3.55	74.46
99745	BP	7203	25/10/2025	DD - 19271	SSE - Electric - Y.Centre - to 30-Sep - SM	200.91	10.05	210.96
99746	BP	7203	27/10/2025	DD - 19272	SSE - Electric - SWC - to 30-Sep - SM	170.03	34.00	204.03
99747	BP	7203	27/10/2025	DD - 19272	SSE - Electric - Museum - to 30-Sep - SM	170.03	34.01	204.04
99748	BP	7130	21/10/2025	DD - 18734	WorldPay - Monthly Transactions Fee for Sep (65%)	12.33	0.00	12.33
99749	BP	7130	21/10/2025	DD - 18734	WorldPay - Monthly Transactions Fee for Sep (25%)	4.74	0.00	4.74
99750	BP	7130	21/10/2025	DD - 18734	WorldPay - Monthly Transactions Fee for Sep (10%)	1.90	0.00	1.90
99751	BP	7130	21/10/2025	DD - 18734	WorldPay - Monthly Payment Approvals	0.69	0.14	0.83
99752	BP	7130	21/10/2025	DD - 18734	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80
					Totals £	1,685.69	236.90	1,922.59

Rustington Parish Council

Current Account - Recommended Payments/Payments Made

Date From:	06/10/2025	Bank From:	1200
DateTo:	30/11/2025	Bank To:	1200
Transaction From:	99,858	N/C From:	
Transaction To:	99,999,999	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
99858	BP	5007	07/10/2025	DD - 19274 - NW1	BP Rustington - Diesel - Council Vehicle	26.36	5.27	31.63
99859	BP	5007	07/10/2025	DD - 19274 - NW1	BP Rustington - Diesel - Council Vehicle	51.58	10.31	61.89
99860	BP	5007	07/10/2025	DD - 19274 - NW1	BP Rustington - Diesel - Council Vehicle	23.78	4.76	28.54
99861	BP	5007	07/10/2025	DD - 19274 - NW1	Niall Cars - MOT to 02-Oct-26 - Council Vehicle	45.00	0.00	45.00
99862	BP	7121	07/10/2025	DD - 19275 - NW1	Land Registry - Title Register - Boundary of Northfield	29.99	0.00	29.99
99863	BP	6002	07/10/2025	DD - 19275 - NW1	Dulux - Sikkens Cetol (Dark Oak) - Bus Shelter o/s	78.48	15.70	94.18
99864	BP	6011	07/10/2025	DD - 19275 - NW1	Dulux - Sikkens Cetol (Dark Oak) - Seat o/s Westcourt	52.32	10.46	62.78
99865	BP	6012	07/10/2025	DD - 19275 - NW1	Amazon - Magnetic White Board - Noticeboard - Station	21.95	4.39	26.34
99866	BP	7320	07/10/2025	DD - 19275 - NW1	Amazon - Graphite Pencils - Museum	5.70	1.15	6.85
99867	BP	6012	07/10/2025	DD - 19275 - NW1	Amazon - Noticeboard Magnets - Station Parade	7.21	1.44	8.65
99868	BP	7320	07/10/2025	DD - 19275 - NW1	Amazon - Lever Arch Files - Office	10.58	2.12	12.70
99869	BP	7320	07/10/2025	DD - 19275 - NW1	Amazon - Lever Arch Files - Museum	10.58	2.11	12.69
99870	BP	7310	07/10/2025	DD - 19275 - NW1	Canva - Canva Pro Subscription to 05-Sep-26	83.33	16.66	99.99
99871	BP	7320	07/10/2025	DD - 19275 - NW1	Amazon - Graphite Pencils - Museum	6.18	1.24	7.42
99872	BP	6101	07/10/2025	DD - 19275 - NW1	Sainsbury's - Gifts - Carol Concert	232.07	46.41	278.48
99873	BP	7106	07/10/2025	DD - 19275 - NW1	Screwfix - Amblers Dealer Boots (JB)	53.99	0.00	53.99
99874	BP	5007	07/10/2025	DD - 19275 - NW1	DVLA - Vehicle Tax - Council Vehicle	345.00	0.00	345.00
99875	BP	5007	07/10/2025	DD - 19275 - NW1	DVLA - Vehicle Tax - Credit Card Fee	2.50	0.00	2.50
99914	BP	6101	05/11/2025	19298 - Bank Pay	C.Ward (Home Bargains) - Gifts - Carol Concert	15.22	2.69	17.91
99915	BP	7106	05/11/2025	19299 - Bank Pay	N.Cook (Specsavers) - Glasses (NC)	40.00	0.00	40.00
99917	BP	2103	07/11/2025	19300 - Bank Pay	D.Thomas - Deposit Refund - Allots - 14 CA	20.00	0.00	20.00
99918	BP	2103	07/11/2025	19031 - Bank Pay	B.Steed - Deposit Refund - Allots - 14 WR	50.00	0.00	50.00
99919	BP	7321	01/11/2025	DD - 19302	Sage - Finance/Payroll Support Package - Nov	480.50	96.10	576.60
99920	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons - (Temu) Halloween Craft Items - Halloween	10.62	0.00	10.62
99921	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons - (The Works) - Colouring Pens - Halloween	8.33	1.67	10.00
99922	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons - (Temu) Halloween Craft Kit - Halloween	5.07	0.00	5.07
99923	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons (All Seasons) - Halloween Craft Items -	18.32	3.66	21.98
99924	BP	6109	07/11/2025	19303 - Bank Pay	H.Parsons - (Vinted) - Peter Pan Jigsaw Puzzle -	5.61	0.00	5.61
99925	BP	6109	07/11/2025	19303 - Bank Pay	H.Parsons - (Vinted) - Little Treasury of Peter Pan -	3.77	0.00	3.77
99926	BP	6109	07/11/2025	19303 - Bank Pay	H.Parsons- (Vinted) - Peter Pan & Wendy Book -	3.67	0.00	3.67
99927	BP	6109	07/11/2025	19303 - Bank Pay	H.Parsons - (Vinted) - Peter Pan & Tinkerbell Bundle -	13.59	0.00	13.59
99928	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons - (Iceland) - Milk & Halloween Treats -	7.10	0.00	7.10
99929	BP	7320	07/11/2025	19303 - Bank Pay	H.Parsons - (All Seasons) - Tape - Museum	4.16	0.83	4.99
99930	BP	6111	07/11/2025	19303 - Bank Pay	H.Parsons - (Waitrose) - Halloween Treats - Halloween	4.38	0.87	5.25
99931	BP	6109	07/11/2025	19303 - Bank Pay	H.Parsons - (Oxfam) - Child's Clothes - Museum	3.33	0.66	3.99
99950	BP	7204	06/11/2025	DD - 19310 (...	Crown Gas & Power - Gas - W.Centre - R1 to 31-Oct	363.09	18.15	381.24
99951	BP	7204	06/11/2025	DD - 19311 (...	Crown Gas & Power - Gas - W.Centre - R2 to 31-Oct	53.93	2.70	56.63
99952	BP	7204	06/11/2025	DD - 19312 (...	Crown Gas & Power - Gas - Y.Centre to 31-Oct	138.66	6.93	145.59
99953	BP	7130	31/10/2025	DD - 19313	WorldPay - Monthly Transactions Fee for Oct (65%)	10.47	0.00	10.47
99954	BP	7130	31/10/2025	DD - 19313	WorldPay - Monthly Transactions Fee for Oct (25%)	4.03	0.00	4.03
99955	BP	7130	31/10/2025	DD - 19313	WorldPay - Monthly Transactions Fee for Oct (10%)	1.62	0.00	1.62
99956	BP	7130	31/10/2025	DD - 19313	WorldPay - Monthly Payment Approvals	0.37	0.07	0.44
99957	BP	7130	31/10/2025	DD - 19313	WorldPay - Safer Payments Programme Fee	4.00	0.80	4.80
99958	BP	7201	26/11/2025	DD - ADC	ADC - Business Rates - Rustington Youth Centre	474.00	0.00	474.00
99960	BP	7201	26/11/2025	DD - ADC	ADC - Business Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50
99961	BP	7201	26/11/2025	DD - ADC	ADC - Business Rates - Samuel Wickens Centre - 50%	144.50	0.00	144.50
99962	BP	7201	26/11/2025	DD - ADC	ADC - Business Rates - The Woodlands Centre	649.00	0.00	649.00
99963	BP	7310	03/11/2025	DD - TVL	TV Licence - Youth Centre	15.00	0.00	15.00
99969	BP	2103	11/11/2025	19317 - WorldPay	J.Stoner - Deposit Refund - W.Centre	200.00	0.00	200.00
99970	BP	2103	11/11/2025	19318 - Bank Pay	G.Williams - Deposit Refund - W.Centre	200.00	0.00	200.00
99971	BP	2103	11/11/2025	19319 - WorldPay	F.Gaskin - Deposit Refund - Y.Centre	50.00	0.00	50.00
99972	BP	2103	11/11/2025	19320 - Bank Pay	C.Munn - Deposit Refund - W.Centre	50.00	0.00	50.00
99998	BP	2103	11/11/2025	19314 - Bank Pay	Cheam Road Residents Assn - Deposit Refund - SWC	50.00	0.00	50.00

Rustington Parish Council
Current Account - Recommended Payments/Payments Made

99999	BP	2103	11/11/2025	19315 - Bank Pay	A.McLachlan (Preston Paddock) - Deposit Refund	60.00	0.00	60.00
100000	BP	2103	11/11/2025	19316 - Bank Pay	R'ton Cricket Club Colts - Deposit Refund - W.Centre	50.00	0.00	50.00
					Totals £	4,443.44	257.15	4,700.59

Imprest Account - Petty Cash Requirements - 13 November 2025

Chq.No.7677 - Museum Sales Float 19.30

Rustington Parish Council
Bank Payment Summary - 25 October 2025

Salaries (Gross) - Employees		£ 27,194.28
Includes Mileage Claim (N/Code: 7101)	£ -	
Employers - N.I.		£ 3,329.58
Employers - Superann.		£ 1,939.20
Legal & General - Ill Health Liability Insurance		£ 121.84
Total Employers Liabilities		£ 32,463.06

Date: 11/11/2025
Time: 11:17:03

Rustington Parish Council
Day Books: Customer Payments (Summary)

Date From: 01/11/2025
Date To: 30/11/2025

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

Bank From: 1200
Bank To: 1200

Customer From :
Customer To: ZZZZZZZZ

Bank: 1200 **Currency:** Pound Sterling

No	Type	Date	Account	Ref	Details	Net £	Tax £	Gross £
99934	SP	11/11/2025	GASKINFR	19304 -	Sales Payment	10.00	0.00	10.00
					Totals £	10.00	0.00	10.00

Reconciled Balances as at 31 October 2025

NatWest Bank:-			
	Current Account	£	20,942.54
	Imprest Account	£	1,028.99
	Reserve Accounts:		
	General Fund	£	438,024.77
	35-Day Notice (276) - Earmarked Reserves	£	11,090.82
	35-Day Notice (284)	£	240,070.39
	35-Day Notice (670) - Section 106 Funds	£	21,844.75
	Museum Reserve	£	2,844.82
	Plant Equipment Renewal	£	4,459.04
	Capital Accounts:		
	Opportunity and Special Purchases	£	1,525.18
CCLA:			
	Capital Account:		
	Public Sector Deposit Fund	£	100,000.00
	Monthly Dividends Credited from PSDA into Nationwide Account		
Nationwide Building Society:			
	Capital Account:		
	35-Day Saver	£	128,132.77
	Total on Bank Statements	£	969,964.07
	Un-Reconciled Payments	£	(1,045.15)
		£	968,918.92
Petty Cash		£	315.35
	Grand Total	£	969,234.27

Rustington Parish Council
Current Account - Bank Receipts

Date From: 17/10/2025
DateTo: 17/11/2025

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

Dept From: 0
Dept To: 999

Bank From: 1200
Bank To: 1200

N/C From:
N/C To: 99999999

Bank: 1200 Currency: Pound Sterling

No	Type	N/C	Date	Ref	Details	Net	Tax	Gross
99792	BR	2102	17/10/2025	Bank Receipt	LIFE (Thomas) - Deposit - W.Centre - 03 Jan	200.00	0.00	200.00
99797	BR	2102	22/10/2025	Card Receipt	D Eaton - Deposit - Allots - 34 CA	50.00	0.00	50.00
99798	BR	2102	23/10/2025	Card Receipt	R Miah - Deposit - W.Centre - 16-Nov	100.00	0.00	100.00
99837	BR	2102	24/10/2025	Bank Receipt	J.Mumford - Deposit - Allots - 12A CA	50.00	0.00	50.00
99838	BR	2102	28/10/2025	Bank Receipt	R'ton District Rifle Club - Deposit - W.Centre -	50.00	0.00	50.00
99839	BR	4043	29/10/2025	Bank Receipt	Allotment Rent 2026 - Parochial Church	33.00	0.00	33.00
99840	BR	2102	30/10/2025	Bank Receipt	S.Lee - Deposit - Allots - 35 CA	50.00	0.00	50.00
99841	BR	4043	30/10/2025	Bank Receipt	S.Lee - Rent - Allots - 35 CA	20.12	0.00	20.12
99842	BR	4043	30/10/2025	Bank Receipt	Allotment Rent 2026 - Bartlett - 19A PL	45.38	0.00	45.38
99843	BR	4043	30/10/2025	Bank Receipt	Allotment Rent 2026 - Ash - 6 WR	33.00	0.00	33.00
99844	BR	4043	30/10/2025	Bank Receipt	Allotment Rent 2026 - Twaits - 19A CA	35.06	0.00	35.06
99845	BR	4043	31/10/2025	Bank Receipt	Allotment Rent 2026 - Harbottle - 20 CA	45.38	0.00	45.38
99846	BR	4043	31/10/2025	Bank Receipt	J.Mumford - Rent - Allots - 12A CA	26.81	0.00	26.81
99847	BR	4043	31/10/2025	Bank Receipt	Allotment Rent 2026 - Galloway - 27 PL	45.00	0.00	45.00
99848	BR	4043	31/10/2025	Bank Receipt	Allotment Rent 2026 - Jackson - 9 WR	33.00	0.00	33.00
99849	BR	4043	31/10/2025	Bank Receipt	Allotment Rent 2026 - Franklin - 4 PL	47.44	0.00	47.44
99850	BR	2102	31/10/2025	Card Receipt	H.Skippin - Deposit - Y.Centre - 01-Aug	200.00	0.00	200.00
100057	BR	4043	03/11/2025	Card Receipt	Allotment Rent - 2026 - Sayers - 8 WR	33.00	0.00	33.00
100059	BR	4043	03/11/2025	Bank Receipt	Allotment Rent - 2026 - Hussey - 12A PR	45.38	0.00	45.38
100060	BR	4043	03/11/2025	Bank Receipt	Allotment Rent - Mound - 23A CA	28.88	0.00	28.88
100061	BR	4043	03/11/2025	Bank Receipt	Allotment Rent - 2026 - Ban - 5 WR	33.00	0.00	33.00
100062	BR	4043	03/11/2025	Bank Receipt	Allotment Rent - 2026 - Smith - 33 CA	45.38	0.00	45.38
100064	BR	4043	04/11/2025	Bank Receipt	Allotment Rent - 2026 - Pleece - 31 PL	49.50	0.00	49.50
100065	BR	4043	04/11/2025	Bank Receipt	Allotmant Rent - 2026 - Donovan - 7 & 8 CA	90.75	0.00	90.75
100066	BR	7303	05/11/2025	Bank Receipt	C. Stevens - Cllr Dinner	33.00	0.00	33.00
100067	BR	4043	05/11/2025	Bank Receipt	Allotment Rent - 2026 - Kendall - 15 CA	45.38	0.00	45.38
100069	BR	4043	06/11/2025	Bank Receipt	Allotment Rent - 2026 - Fairburn - 23 CA	28.88	0.00	28.88
100070	BR	4043	06/11/2025	Bank Receipt	Allotment Rent - 2026 - Galloway - 27 PL	4.50	0.00	4.50
100071	BR	4043	06/11/2025	Bank Receipt	Allotment Rent - 2026 - Worrell - 28 CA	28.88	0.00	28.88
100072	BR	4043	06/11/2025	Bank Receipt	Allotment Rent - 2026 - Haigh - 18 CA	45.38	0.00	45.38
100073	BR	4043	03/11/2025	Card Receipt	Allotment Rent - 2026 - Sayers - 8 WR	33.00	0.00	33.00
100075	BR	4043	10/11/2025	Bank Receipt	Allotment Rent - 2026 -Revell - 16 CA	45.38	0.00	45.38
100076	BR	4043	10/11/2025	Bank Receipt	Allotment Rent - 2026 - Kift - 1A PL	41.25	0.00	41.25
100077	BR	7320	10/11/2025	Bank Receipt	Staff Reimbursement - (HP)	2.98	0.60	3.58
100078	BR	2202	10/11/2025	Bank Receipt	HMRC - VAT Refund - 01-Jul -25 to 30-Sep-25	13,686.13	0.00	13,686.13
100079	BR	2102	11/11/2025	Bank receipt	S. Bourlet - Deposit - Allotment - 11A PL	50.00	0.00	50.00
100080	BR	4043	11/11/2025	Bank receipt	S. Bourlet - Allotment Rent - 11A PL	49.50	0.00	49.50
100081	BR	4043	10/11/2025	Card Receipt	Allotment Rent - 2026 - Bird - 8A PL	45.38	0.00	45.38
100086	BR	4040	13/11/2025	102155/56	Museum - Postcards - Aug	3.08	0.62	3.70
100087	BR	4040	13/11/2025	102155/56	Museum - Postcards - Sept	1.05	0.21	1.26
100088	BR	4040	13/11/2025	102155/56	Museum - Donation - Talk	48.00	0.00	48.00
100089	BR	4040	13/11/2025	102155/56	Museum - Postcards - OCT	2.00	0.40	2.40
100090	BR	4040	13/11/2025	105155/56	Museum - Donations - Talk	4.00	0.00	4.00
100094	BR	6100	13/11/2025	Card Receipt	Staff Reimbursement (EL)	11.88	2.37	14.25
100095	BR	4043	10/11/2025	Card Receipt	Allotment Rent 2026 - Harbord - 11A CA	41.25	0.00	41.25
100096	BR	6100	14/11/2025	Card Receipt	Staff Reimbursement - (CH)	8.33	1.67	10.00
100097	BR	7303	14/11/2025	Bank Receipt	P Partridge - Cllr Dinner	27.50	0.00	27.50
100098	BR	4043	17/11/2025	Bank Receipt	Allotment Rent 2026 - Bourne - 35A CA	49.50	0.00	49.50
100100	BR	4043	17/11/2025	Bank Receipt	Allotment Rent 2026 - Jackson - 33 PL	47.44	0.00	47.44
100105	BR	4043	17/11/2025	Bank Receipt	Allotment Rent - 2026 - Felstead - 10A PL	45.38	0.00	45.38
100106	BR	4043	17/11/2025	Bank Receipt	Allotment Rent - 2026 - Waterton - 31CA	45.35	0.00	45.35
					Totals £	15,864.48	5.87	15,870.35

Rustington Parish Council
Current Account - Customer Receipts

Date From:	17/10/2025	**Bank From:**	1200
DateTo:	17/11/2025	**Bank To:**	1200
Transaction From:	1	**Customer From:**	
Transaction To:	99,999,999	**Customer To:**	ZZZZZZZZ

Bank 1200 **Currency** Pound Sterling

No	Type	A/C	Date	Ref	Details	Net	Tax	Gross
99783	SR	DIAMONDD	17/10/2025	Bank Receipt	Sales Receipt	357.00	0.00	357.00
99784	SR	RUSTWI	17/10/2025	Bank Receipt	Sales Receipt	127.00	0.00	127.00
99785	SR	DICKERSO	17/10/2025	Bank Receipt	Sales Receipt	64.00	0.00	64.00
99786	SR	WOODTTC	17/10/2025	Bank Receipt	Sales Receipt	630.00	0.00	630.00
99787	SR	SEAESTAT	20/10/2025	Bank Receipt	Sales Receipt	79.00	0.00	79.00
99788	SR	DRISCOLL	20/10/2025	Bank Receipt	Sales Receipt	106.00	0.00	106.00
99789	SR	WRIGHTMA	20/10/2025	Bank Receipt	Sales Receipt	207.00	0.00	207.00
99790	SA	WRIGHTMA	20/10/2025	Bank Receipt	Payment on Account	21.00	0.00	21.00
99794	SR	COOPERAN	21/10/2025	Bank Receipt	Sales Receipt	300.00	0.00	300.00
99795	SR	HOBDENS	22/10/2025	Bank Receipt	Sales Receipt	83.00	0.00	83.00
99796	SR	HOBDENS	22/10/2025	Bank Receipt	Sales Receipt	95.00	0.00	95.00
99799	SA	MIAHRAJA	23/10/2025	Card Receipt	Payment on Account	215.00	0.00	215.00
99827	SA	BABYSUPE	24/10/2025	Bank Receipt	Payment on Account	176.00	0.00	176.00
99828	SR	ARUNDC	24/10/2025	Bank Receipt	Sales Receipt	6,700.00	0.00	6,700.00
99829	SR	TATERON	28/10/2025	Bank Receipt	Sales Receipt	462.00	0.00	462.00
99830	SR	RUSTPLSC	28/10/2025	Bank Receipt	Sales Receipt	574.00	0.00	574.00
99831	SR	AYRESHEL	28/10/2025	Bank Receipt	Sales Receipt	107.00	0.00	107.00
99832	SR	RUSTPLSC	28/10/2025	Bank Receipt	Sales Receipt	215.00	0.00	215.00
99833	SA	RUSTHGRC	28/10/2025	Bank Receipt	Payment on Account	47.00	0.00	47.00
99834	SA	DANCEBEA	29/10/2025	Bank Receipt	Payment on Account	288.00	0.00	288.00
99835	SR	ARUNFAIR	31/10/2025	Bank Receipt	Sales Receipt	312.00	0.00	312.00
99836	SR	AGEUKWSX	31/10/2025	Bank Receipt	Sales Receipt	630.00	0.00	630.00
100058	SA	DECOURSE	03/11/2025	Card Receipt	Payment on Account	40.00	0.00	40.00
100063	SR	PLAYERS	04/11/2025	Bank Receipt	Sales Receipt	203.94	0.00	203.94
100068	SR	WSCC-CHI	05/11/2025	Bank receipt	Sales Receipt	960.00	0.00	960.00
100074	SR	WILLIAMG	05/11/2025	Card Receipt	Sales Receipt	241.00	0.00	241.00
100082	SR	MCCLUSKY	11/11/2025	Bank Receipt	Sales Receipt	125.00	0.00	125.00
100083	SR	WSCC-CHI	12/11/2025	Bank Receipt	Sales Receipt	102.00	0.00	102.00
100084	SR	RNID	12/11/2025	Bank Receipt	Sales Receipt	53.67	0.00	53.67
100085	SR	MARLEYST	12/11/2025	Bank Receipt	Sales Receipt	66.00	0.00	66.00
100091	SR	ARUNVETE	13/11/2025	Bank Receipt	Sales Receipt	25.00	0.00	25.00
100092	SR	GUIDES3	13/11/2025	Bank Receipt	Sales Receipt	28.50	0.00	28.50
100093	SR	ARUNPROP	13/11/2025	Bank Receipt	Sales Receipt	95.00	0.00	95.00
100099	SA	ARUNU3A	17/11/2025	Bank receipt	Payment on Account	92.00	0.00	92.00
100101	SA	SXCTNEWS	17/11/2025	Bank Receipt	Payment on Account	66.00	0.00	66.00
100102	SR	RCCGOASI	17/11/2025	Bank Receipt	Sales Receipt	74.00	0.00	74.00
100103	SR	RCCGOASI	17/11/2025	Bank Receipt	Sales Receipt	171.00	0.00	171.00
100104	SR	RCCGOASI	17/11/2025	Bank Receipt	Sales Receipt	303.00	0.00	303.00
					Totals £	14,441.11	0.00	14,441.11