

Rustington Parish Council

MONTHLY ACCOUNTS FOR APPROVAL

24 February 2020

Date: 20/02/2020
Time: 14:58:20

Rustington Parish Council
Supplier Invoices Recommended for Payment

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

Date From: 04/09/2019
Date To: 29/02/2020

A/C: ARGOS Name: Argos Business Solutions Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67132	PI	16/02/2020	14708	Sandisk Memory Sticks	15.34	15.34
Total:						<u>15.34</u>

A/C: BARCOM Name: Barcombe Landscapes Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67169	PI	05/02/2020	14736	Various Grounds Maint. to incl. Mowing Rec.Ground	8,424.00	8,424.00
67185	PI	09/02/2020	14737	Allotments - Repair Allot Path - 22/23 PL	60.00	60.00
Total:						<u>8,484.00</u>

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

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67133	PI	10/02/2020	14709	Supply/Fit Batteries/DETA Drum to E.Lights -	332.99	332.99
67134	PI	10/02/2020	14710	Supply/Fit Dimmable Panel - Office (RC)	164.50	164.50
Total:						<u>497.49</u>

A/C: CANON Name: Canon UK Limited

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67135	PI	30/01/2020	14711	Photocopy/Printing to 31-Jan - Office	601.19	601.19
67136	PI	30/01/2020	14712	Photocopy/Printing to 31-Jan - Museum	117.70	117.70
Total:						<u>718.89</u>

A/C: COLLINS 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>
67137	PI	02/02/2020	14713	Website Updates Contract - Museum	500.00	500.00
Total:						<u>500.00</u>

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

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67128	PI	31/01/2020	14704	Contribution to No. 12 Bus Route - Jan	2,583.33	2,583.33
Total:						<u>2,583.33</u>

A/C: DTECTFI 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>
67138	PI	04/09/2019	14714	Fire Risk Assessment/Extinguisher Maintenance -	326.40	326.40
Total:						<u>326.40</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>
67129	PI	30/01/2020	14705	Maintenance & Floral Contract - Jan	4,209.94	4,209.94
67139	PI	31/01/2020	14715	Hedge Cutting & Removal of Green Waste -	192.00	192.00
Total:						<u>4,401.94</u>

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Rustington Parish Council
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A/C: FURNITU Name: Furniture@Work Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67140	PI	27/01/2020	14716	Conference Chairs x4 - Museum	132.00	132.00
67141	PI	13/02/2020	14717	Folding Tables x5 - SWC	558.00	558.00
Total:						<u>690.00</u>

A/C: GLASDO Name: Glasdon UK Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67142	PI	24/01/2020	14718	Litter Bin - Methodist Church	341.10	341.10
Total:						<u>341.10</u>

A/C: GRUNDO 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>
67143	PI	31/01/2020	14719	Wheelie Bins - SWC/Museum	63.76	63.76
67145	PI	31/01/2020	14720	Wheelie Bins - Rec.Ground	171.70	171.70
67146	PI	31/01/2020	14721	Wheelie Bins - W.Centre/Y.Centre	171.70	171.70
Total:						<u>407.16</u>

A/C: HRSERVI Name: HR Services Partnership

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67148	PI	18/02/2020	14722	HR Service & Advice	1,560.00	1,560.00
Total:						<u>1,560.00</u>

A/C: MYTTON Name: Lucy Mytton

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67149	PI	27/01/2020	14723	Family Activity - Museum - 18-Jan-20	176.99	176.99
Total:						<u>176.99</u>

A/C: PAINEM Name: Paine Manwaring Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67150	PI	31/01/2020	14724	Supply/Install New Pump - Office	325.44	325.44
Total:						<u>325.44</u>

A/C: PARISHO Name: Parish Online

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67151	PI	01/02/2020	14725	Parish Online - Subscription to 01-Feb-21	324.00	324.00
Total:						<u>324.00</u>

A/C: PARMAR Name: Parkmarks (Southern) Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67152	PI	11/02/2020	14726	Repair Works/Painting - Play Area & Fitness	3,180.00	3,180.00
Total:						<u>3,180.00</u>

A/C: PRESERV Name: Preservation Equipment Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67153	PI	20/02/2020	14727	Protector Pockets/Sleeves & Storage Box - Museum	45.72	45.72
Total:						<u>45.72</u>

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Rustington Parish Council
Supplier Invoices Recommended for Payment

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A/C: SIGMA Name: Sigma Plumbing Services

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67154	PI	17/02/2020	14728	Public Toilet Cleansing & Maintenance - Feb	2,547.41	2,547.41
Total:						<u>2,547.41</u>

A/C: SOUTHCL 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>
67162	PI	03/02/2020	14729	Contract Cleaning - 01-Jan to 29-Jan - W.Centre	1,080.00	1,080.00
67163	PI	03/02/2020	14730	Contract Cleaning - 01-Jan to 29-Jan - Offices	288.00	288.00
67164	PI	03/02/2020	14731	Machine Scrub & Clean VMH Floor x2 - Jan	132.00	132.00
67165	PI	10/02/2020	14732	Scrap Moos & Alge from Roof & Remove Waste -	360.00	360.00
Total:						<u>1,860.00</u>

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

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67166	PI	23/01/2020	14733	Black Sacks - Rec.Ground	68.36	68.36
67238	PI	14/02/2020	14756	Cleansing Materials - Y.Centre	162.61	162.61
Total:						<u>230.97</u>

A/C: SOUTHC Name: South Coast Coffee Co

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67130	PI	29/01/2020	14706	Office Supplies	95.00	95.00
Total:						<u>95.00</u>

A/C: TRAVIS Name: Travis Perkins Trading Co Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67167	PI	20/01/2020	14734	Patio Cleaner - Museum Garden	19.98	19.98
67168	PI	03/02/2020	14735	Hardware - Rec.Ground - Plaques	10.29	10.29
Total:						<u>30.27</u>

A/C: WORLDP Name: WorldPay

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
67131	PI	01/02/2020	14707	Subscription Fee - Jan-20	9.00	9.00
Total:						<u>9.00</u>
Grand Total						<u>29,350.45</u>

Date: 20/02/2020
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Rustington Parish Council

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Current Account - Recommended Payments/Payments Made

Date From: 01/02/2020
Date To: 29/02/2020

Bank From: 1200
Bank To: 1200

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

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Bank: 1200 Currency: Pound Sterling

No	Type	N/C	Date	Ref	Details	Net	Tax	Gross	
67186	BP	2103	11/02/2020	14738 -	R.Miah - Deposit Refund - Y.Centre	200.00	0.00	200.00	
67187	BP	2103	14/02/2020	14739 -	D.Anchev - Deposit Refund - W.Centre	200.00	0.00	200.00	
67188	BP	2103	18/02/2020	14740 -	S.Hinch - Deposit Refund - W.Centre	200.00	0.00	200.00	
67189	BP	2103	18/02/2020	14741 -	C.Radley - Deposit Refund - W.Centre	50.00	0.00	50.00	
67190	BP	7300	27/02/2020	DD - 14742 (...)	BT - W.Centre - Redcare/Alarm Monitoring	61.90	12.38	74.28	
67191	BP	7300	24/02/2020	DD - 14743 (...)	BT - Office - Main Line/Additional Line - 70%	760.93	152.18	913.11	
67192	BP	7300	24/02/2020	DD - 14743 (...)	BT - Office - Main Line/Additional Line - 15%	163.05	32.61	195.66	
67193	BP	7300	24/02/2020	DD - 14743 (...)	BT - Office - Main Line/Additional Line - 15%	163.06	32.61	195.67	
67194	BP	7300	27/02/2020	DD - 14744 (...)	BT - Y.Centre - Redcare/Alarm Monitoring	64.92	12.98	77.90	
67195	BP	7300	28/02/2020	DD - 14745 (...)	BT - Y.Centre - Main Line	69.53	13.91	83.44	
67196	BP	7300	29/02/2020	DD - 14746 (...)	BT - Museum - Redcare/Alarm Monitoring	84.20	16.84	101.04	
67197	BP	7300	29/02/2020	DD - 14747 (...)	BT - Garden Room - Alarm Monitoring/Main Line	91.82	18.36	110.18	
67198	BP	7300	27/02/2020	DD - 14748 (...)	BT - SWC - Fax/Internet - 30%	57.60	11.52	69.12	
67199	BP	7310	27/02/2020	DD - 14748 (...)	BT - SWC - Broadband - 70%	134.40	26.88	161.28	
67200	BP	7300	15/02/2020	DD - 14749 (...)	BT - Office Mobile (Emergency Phone)	5.00	1.00	6.00	
67202	BP	7202	25/02/2020	DD - 14751 (...)	Business Stream - Water - W.Road Allots to 10-Feb	67.49	0.00	67.49	
67203	BP	7321	01/02/2020	DD - 14752	Sage - Finance Support Package	321.50	64.30	385.80	
67204	BP	7130	19/02/2020	DD - 14753	WorldPay - Monthly Transactions Fee for Jan (65%)	15.86	0.00	15.86	
67205	BP	7130	19/02/2020	DD - 14753	WorldPay - Monthly Transactions Fee for Jan (25%)	6.10	0.00	6.10	
67206	BP	7130	19/02/2020	DD - 14753	WorldPay - Monthly Transactions Fee for Jan (10%)	2.44	0.00	2.44	
67207	BP	7130	19/02/2020	DD - 14753	WorldPay - Miscellaneous Charges for Jan	4.59	0.92	5.51	
67208	BP	7203	24/02/2020	DD - 14754	SSE - Electric - SWC - to 05-Feb - Acc	1,003.49	200.69	1,204.18	
67209	BP	7204	20/02/2020	DD - 14755 (...)	Total Gas & Power - Gas - W.Centre - R1 to 31-Jan	707.81	141.55	849.36	
67210	BP	7204	20/02/2020	DD - 14755 (...)	Total Gas & Power - Gas - W.Centre - R2 to 31-Jan	87.88	17.58	105.46	
67211	BP	7204	20/02/2020	DD - 14755 (...)	Total Gas & Power - Gas - Y.Centre to 31-Jan - Acc	186.70	37.34	224.04	
67234	BP	7303	14/02/2020	DD - 14750 -	Amazon (Nextday Overnite) - Biscuits - Museum	14.24	0.00	14.24	
67235	BP	7206	14/02/2020	DD - 14750 -	Amazon (Wood Finishes Direct) - Bona Cleaner -	39.29	7.86	47.15	
67236	BP	7303	14/02/2020	DD - 14750 -	Safety Signs 4 Less - 'No Dogs' Signs - Rec.Ground	19.25	3.85	23.10	
67237	BP	6109	14/02/2020	DD - 14750 -	Amazon (Fargo Trading) - Bunting - Museum	8.32	1.67	9.99	
67249	BP	7310	01/02/2020	DD-TV	TV Licence - Youth Centre	12.83	0.00	12.83	
67250	BP	7321	18/02/2020	DD-Sage	Sage - People Manager	56.70	11.34	68.04	
67251	BP	7201	25/02/2020	DD-ADC	ADC - Rates - Youth Centre	404.00	0.00	404.00	
Totals						£	5,264.90	818.37	6,083.27

Reconciled Bank Balances as at 31 January 2020

Current Account		10,271.44
Imprest Account		1,298.39
Capital Reserve Accounts:		
	Opportunity and Special Purchases Fund	1,467.01
	General Fund	69,686.60
	Museum Reserve Fund	2,735.83
Plant Equipment Renewal Accounts:		322.13
Petty Cash		160.00
Thomas Ashley Charity Account		183.12
Total		86,124.52
Un-Reconciled Payments		7,512.34
Grand Total		78,612.18

Date: 20/02/2020
Time: 15:04:35

Rustington Parish Council
Imprest Account - Payments Made

Date From: 25/01/2020
Date To: 20/02/2020

Bank From: 1201
Bank To: 1201

Transaction From: 67,239
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	
67239	BP	2103	14	03/02/2020	7378	L.Nightingale - Deposit Refund - Allots - 34 CA	50.00	0.00	50.00	
67240	BP	6101	9	08/02/2020	7379	Friendship Singers - Donation - Carol Concert	100.00	0.00	100.00	
67241	BP	6101	9	08/02/2020	7380	L'ton Concert Band - Donation - Carol Concert	200.00	0.00	200.00	
67242	BP	6101	9	08/02/2020	7381	Sx West County Guide Choir - Donation - Carol	100.00	0.00	100.00	
67243	BP	2103	3	18/02/2020	7382	R'ton Home Guard Rifle Club - Deposit Refund -	50.00	0.00	50.00	
67244	BP	2103	3	18/02/2020	7383	S.Batty - Deposit Refund - W.Centre	50.00	0.00	50.00	
67245	BP	2103	3	18/02/2020	7384	R.Wilson - Deposit Refund - W.Centre	200.00	0.00	200.00	
67246	BP	7303	9	18/02/2020	7385	L.Twine - Laundering of Tableware & Tea Towels	10.00	0.00	10.00	
67247	BP	6101	9	18/02/2020	7385	L.Twine - Laundering of Tableware & Tea Towels -	15.00	0.00	15.00	
Totals							£	775.00	0.00	775.00

Chq.No.7377 - Petty Cash (Office)

107.75

Grand Total:

882.75

Date: 20/02/2020

Rustington Parish Council

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Current Account - Customer Receipts

Date From: 24/01/2020
Date To: 20/02/2020

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	A/C	Date	Ref	Details	Net	Tax	Gross		
66984	SR	DOSH	29/01/2020	102051	Sales Receipt	111.50	0.00	111.50		
66985	SR	LHCROQUE	29/01/2020	102051	Sales Receipt	1.75	0.00	1.75		
66986	SR	JUSTDANS	29/01/2020	102051	Sales Receipt	167.25	0.00	167.25		
66987	SR	SHORTMAT	29/01/2020	102051	Sales Receipt	416.25	0.00	416.25		
66988	SR	DIAMONDD	29/01/2020	102051	Sales Receipt	230.25	0.00	230.25		
66989	SR	CANCERWI	29/01/2020	102051	Sales Receipt	50.50	0.00	50.50		
66990	SR	STENNING	29/01/2020	102051	Sales Receipt	125.50	0.00	125.50		
66991	SR	RADLEYCH	27/01/2020	BACS	Sales Receipt	76.50	0.00	76.50		
66992	SR	RUSTPLSO	24/01/2020	BACS	Sales Receipt	600.00	0.00	600.00		
66993	SR	BATTYSER	31/01/2020	BACS	Sales Receipt	58.25	0.00	58.25		
66994	SR	YOGAMEGA	31/01/2020	BACS	Sales Receipt	136.00	0.00	136.00		
66995	SA	MIAHRAJA	29/01/2020	Card Payment	Payment on Account	96.50	0.00	96.50		
67031	SA	NSPCC	29/01/2020	Card Payment	Payment on Account	76.75	0.00	76.75		
67044	SR	4SIGHT	03/02/2020	BACS	Sales Receipt	48.00	0.00	48.00		
67045	SR	RUSTWI	06/02/2020	102052	Sales Receipt	85.75	0.00	85.75		
67092	SA	HOODJENN	07/02/2020	Card Payment	Payment on Account	53.00	0.00	53.00		
Totals						£	2,333.75	0.00	2,333.75	

Date: 20/02/2020

Rustington Parish Council

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Current Account - Bank Receipts

Date From: 24/01/2020
Date To: 20/02/2020

Bank From: 1200
Bank To: 1200

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

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Bank:	1200	Currency:	Pound Sterling							
No	Type	N/C	Date	Ref	Details	Net	Tax	Gross		
67000	BR	2102	29/01/2020	102051	M.Burroughs - Deposit - Allots - 35A PL	50.00	0.00	50.00		
67001	BR	4043	29/01/2020	102051	M.Burroughs - Rent - Allots - 35A PL	40.50	0.00	40.50		
67002	BR	2102	29/01/2020	102051	W.Jarrett - Deposit - W.Centre - 24-May	50.00	0.00	50.00		
67003	BR	2102	27/01/2020	BACS	B.Stock - Deposit - W.Centre - 10-Apr	200.00	0.00	200.00		
67004	BR	4043	24/01/2020	Card Payment	Allotment Rents 2020 - Penfold	38.81	0.00	38.81		
67005	BR	4043	29/01/2020	Card Payment	Allotment Rents 2020 - Penfold	37.13	0.00	37.13		
67006	BR	2102	29/01/2020	Card Payment	B.Bird - Deposit - Y.Centre - 05-Apr	50.00	0.00	50.00		
67007	BR	2102	29/01/2020	Card Payment	R.Miah - Deposit - Y.Centre - 02-Feb	200.00	0.00	200.00		
67046	BR	2102	05/02/2020	Card Payment	J.Goddard - Deposit - Allots - 20 CA	50.00	0.00	50.00		
67047	BR	4043	05/02/2020	Card Payment	J.Goddard - Rent - Allots - 20 CA	37.13	0.00	37.13		
67048	BR	2102	06/02/2020	102051	J.Hood - Deposit - W.Centre - 15-Mar	50.00	0.00	50.00		
67049	BR	2102	06/02/2020	102051	H.Johnson - Deposit - W.Centre - 15-Feb	50.00	0.00	50.00		
67050	BR	4040	06/02/2020	102051	Museum - Postcards	2.17	0.43	2.60		
67051	BR	4040	06/02/2020	102051	Museum - Books	4.00	0.00	4.00		
67093	BR	2102	10/02/2020	Card Payment	S.Palmer - Deposit - Allots - 5 WR	50.00	0.00	50.00		
67094	BR	4043	10/02/2020	Card Payment	S.Palmer - Rent - Allots - 5 WR	27.00	0.00	27.00		
Totals						£	936.74	0.43	937.17	