

## RUSTINGTON PARISH COUNCIL

### FINANCE AND GENERAL PURPOSES COMMITTEE

**MINUTES:** of the Meeting held on 27 April 2026

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

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

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#### **28/26**           APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Lee (Indisposition). This apology was accepted by the Committee.

#### **29/26**           DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

#### **30/26**           MINUTES

The Minutes of the Meeting held on 23 March 2026 were signed by the Chairman of the Meeting as a correct record.

#### **31/26**           RECONCILED BANK BALANCES AS AT 31 MARCH 2026

The Committee NOTED the Council's Reconciled Bank Balances as at 31 March 2026, as verified by Councillor Lee.

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

#### **32/26**           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.

#### **33/26**           MONTHLY BUDGET REPORT

##### **(a)**           Monthly Budget Report to 31 March 2026

Councillor Warren advised that the Report showed the Council's expenditure was currently under the Revised Budget by approximately £60,000.00 which, hopefully, after the remaining journals had been accounted for and the VAT that may have to be repaid to HMRC on business activities held within the Youth Centre and the Samuel Wickens Centre had been addressed, there should still be an underspend which the Council may wish to use to cover the expenditure on Consultants Fees, etc., for the Refurbishment of The Woodlands Centre (Rolling Programme of Works), rather than this being taken from the reserves allocated for this Project.

The Committee AGREED with Councillor Warren's suggestion that any underspend on the 2025/2026 Budget could be used to cover the aforementioned costs and expressed its thanks and appreciation to him for providing this information.

**(b) Monthly Budget Report to 15 April 2026**

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

**34/26 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 items of business to be transacted.

**35/26 FINANCE AND FACILITIES ADMINISTRATIVE ASSISTANT**

The Committee considered a Report prepared by the Clerk of the Council.

Following a brief discussion, the Committee RECOMMENDED that the Report be APPROVED.

**36/26 RETIREMENT OF CARETAKER**

The Committee considered a Report prepared by the Clerk of the Council.

Following a detailed discussion, the Committee RECOMMENDED that no further action should be taken in this regard.

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

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

# Rustington Parish Council

## **MONTHLY ACCOUNTS FOR RETROSPECTIVE APPROVAL**

27 April 2026

Date: 15/04/2026  
Time: 13:25:14

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

Page: 1

Supplier From:  
Supplier To: 72727272  
Transaction From: 1  
Transaction To: 99,999,999

Date From: 01/03/2026  
Date To: 30/04/2026

A/C:		Name:				
No	Type	Date	Ref	Details	Amount	Outstanding
A/C: ACEDRAIN		Name: Ace Drainage				
102900	PI	07/04/2026	19661	Attend/Clear Blocked Toilet - W.Centre Extn Disabled	108.00	108.00
					<b>Total:</b>	<u>108.00</u>
A/C: ACTIONIN		Name: Action in rural Sussex				
102901	PI	01/04/2026	19662	Subscription to VHAS to 31-Mar-27	155.00	155.00
					<b>Total:</b>	<u>155.00</u>
A/C: ALONSOM		Name: Alonso Marshall Associates Ltd				
102902	PI	30/03/2026	19663	Mechanical & Electrical Consulting Eng. Services - WC -	1,844.97	1,844.97
					<b>Total:</b>	<u>1,844.97</u>
A/C: ANSCOMB		Name: Mr K Anscombe				
103022	PI	15/04/2026	19692	Premises Checks & Other Tasks - Apr-26	2,083.42	2,083.42
					<b>Total:</b>	<u>2,083.42</u>
A/C: BARKERSE		Name: Barkers Electrical (Rustington) Ltd				
102903	PI	10/04/2026	19664	Replace PIR Security Light - W.Centre Courtyard	125.00	125.00
					<b>Total:</b>	<u>125.00</u>
A/C: BIFFA		Name: Biffa Waste Services Limited				
103045	PI	13/04/2026	19693	Public Toilet Cleansing Contract - Mar - inc T.Rolls	4,567.51	4,567.51
					<b>Total:</b>	<u>4,567.51</u>
A/C: BLACKBUR		Name: Blackburn IT Services Ltd t/a bbits				
102965	PI	10/04/2026	19690	Allotment Inspection App Service to Apr-27	180.00	180.00
					<b>Total:</b>	<u>180.00</u>
A/C: CANON		Name: Canon UK Limited				
102917	PI	08/04/2026	19666	Photocopy/Printing to 31-Mar - Office	293.22	293.22
102918	PI	08/04/2026	19667	Copier/Printer Rental to 30-Jun - SWC/Museum	290.74	290.74
					<b>Total:</b>	<u>583.96</u>
A/C: COLLINSP		Name: Mr P Collins				
102920	PI	01/04/2026	19668	PCI Vulnerabilities Software - Yearly Maint. (Worldpay) etc	3,185.00	3,185.00
					<b>Total:</b>	<u>3,185.00</u>

Date: 15/04/2026  
Time: 13:25:14

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

Page: 2

A/C:		Name:				
No	Type	Date	Ref	Details	Amount	Outstanding
A/C: GRUNDON		Name: Grundon Waste Management Ltd				
102928	PI	31/03/2026	19670	Wheelie Bins - W.Centre/Offices	302.02	302.02
102930	PI	31/03/2026	19671	Wheelie Bins - Rec.Ground/Y.Centre	135.76	135.76
102932	PI	31/03/2026	19672	Wheelie Bins - SWC/Museum	121.28	121.28
<b>Total:</b>						<u>559.06</u>
A/C: INITIALW		Name: Rentokil Initial UK Ltd				
102926	PI	01/04/2026	19669	Safety Mats to 15-Jul	408.42	408.42
<b>Total:</b>						<u>408.42</u>
A/C: MARBLEEL		Name: Marble Electrical Contractors t/a Marble				
102934	PI	31/03/2026	19673	Investigation to Alarm Dialer being Offline - W.Centre	150.00	150.00
<b>Total:</b>						<u>150.00</u>
A/C: MICROSOF		Name: Microsoft Ireland Operations Ltd				
102935	PI	03/04/2026	19674	Online Services - Office 365 - 03-Mar to 02-Apr	557.70	557.70
<b>Total:</b>						<u>557.70</u>
A/C: PHSGROU		Name: PHS Group				
102942	PI	01/04/2026	19675	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - Office	1,631.74	1,631.74
102944	PI	01/04/2026	19676	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - W.Cent Ext	941.27	941.27
102945	PI	01/04/2026	19677	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - Churchill	1,252.93	1,252.93
102946	PI	01/04/2026	19678	Low Risk Waste - The Street Toilets	201.95	201.95
102947	PI	01/04/2026	19679	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - Broadmark	814.30	814.30
102948	PI	01/04/2026	19680	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - W.Centre	2,588.14	2,588.14
102949	PI	01/04/2026	19681	Sani Dispos/Saniwipe/Air Fresh/Hand Sani - SWC	1,475.32	1,475.32
102951	PI	01/04/2026	19682	Sani Dispos/Low Risk Waste/Air Fresh/Hand Sani -	1,961.54	1,961.54
<b>Total:</b>						<u>10,867.19</u>
A/C: RIALTAS		Name: Rialtas Business Solutions Ltd				
102953	PI	01/04/2026	19682	Allotment Software Support & Maint Agreement to	474.00	474.00
<b>Total:</b>						<u>474.00</u>
A/C: SOUTHCLE		Name: Southern Cleaning Services				
102956	PI	01/04/2026	19683	Contract Cleaning - 27-Feb to 27-Mar - W.Centre & Offices	1,800.00	1,800.00
102957	PI	01/04/2026	19684	Machine Scrub & Clean VMH Floor x2 - Mar	140.40	140.40
102958	PI	01/04/2026	19685	Contract Cleaning - 01-Mar to 29-Mar - Y.Centre	1,680.00	1,680.00
103047	PI	15/04/2026	19695	Contract Cleaning - Caretaker Cover (Jan, Feb, Mar) -	720.00	720.00
<b>Total:</b>						<u>4,340.40</u>
A/C: STOREPR		Name: Store Property Investments Ltd				
102959	PI	01/04/2026	19686	Building Insurance to 30-Mar-27 - SWC	1,426.79	1,426.79
<b>Total:</b>						<u>1,426.79</u>

Date: 15/04/2026  
Time: 13:25:14

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

Page: 3

A/C: TRADEUK Name: Trade UK

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102961	PI	04/03/2026	19687	Large Garden Trolley & Padlock	172.96	172.96
102963	PI	24/03/2026	19688	Various Hardware - B.Lane Toilets	37.91	37.91
<b>Total:</b>						<u>210.87</u>

A/C: WALLGATE Name: Wallgate Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102964	PI	01/04/2026	19689	Annual Service Contract - Wallgate Units to 31-Mar-27	3,439.80	3,439.80
<b>Total:</b>						<u>3,439.80</u>
<b>Grand Total</b>						<u>35,267.09</u>

Date: 27/03/2026  
Time: 11:46:54

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

Page: 4

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

Date From: 23/02/2026  
Date To: 31/03/2026

A/C: AGSONE Name: Anti-Graffiti Systems Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102456	PI	11/03/2026	19609	Pest Control Contract - 01-Mar-26 to 28-Feb-27 -	440.64	440.64
102457	PI	11/03/2026	19610	Pest Control Contract - 01-Mar-26 to 28-Feb-27 - WPSF	440.64	440.64
102458	PI	11/03/2026	19611	Pest Control Contract - 01-Mar-26 to 28-Feb-27 - Allots - CA	440.64	440.64
102459	PI	07/03/2026	19612	Pest Control Contract - 01-Mar-26 to 28-Feb-27 - Allots - PL	440.64	440.64
102460	PI	11/03/2026	19613	Pest Control Contract - 01-Mar-26 to 28-Feb-27 - Allots -	440.64	440.64
<b>Total:</b>						<u>2,203.20</u>

A/C: ANSCOMB Name: Mr K Ancombe

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102461	PI	25/03/2026	19614	Premises Checks & Other Tasks - Mar-26	1,687.42	1,687.42
<b>Total:</b>						<u>1,687.42</u>

A/C: ARUNBUS Name: Arun Business Supplies

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102488	PI	24/03/2026	19615	Stationery	249.70	249.70
<b>Total:</b>						<u>249.70</u>

A/C: ARUNSEC Name: Arun Security Centre

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102489	PI	12/03/2026	19564	x1 3" 3 Lever Sashlock - Office Door (RC)	29.70	29.70
102490	PI	12/03/2026	19616	x2 Keys - Y.Centre	21.60	21.60
<b>Total:</b>						<u>51.30</u>

A/C: BARKERSE 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>
102491	PI	21/03/2026	19617	Callout/Supply/Fit T Series Panel Fan - Churchill Toilets	950.73	950.73
102492	PI	26/03/2026	19618	Monthly Electrical Maintenance, ELT & Works - All Centres	150.00	150.00
<b>Total:</b>						<u>1,100.73</u>

A/C: BESPOKES Name: Bespoke Scientific Ltd

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102496	PI	25/03/2026	19619	Chocolate Exhibition - Replacement - Museum	49.14	49.14
<b>Total:</b>						<u>49.14</u>

A/C: CURRYS Name: Currys Business

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Amount</u>	<u>Outstanding</u>
102497	PI	25/03/2026	19620	x2 Lenovo Notebook Docking Stations - Office	338.04	338.04
<b>Total:</b>						<u>338.04</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>
102498	PI	21/03/2026	19621	Maintenance & Floral Contract - Mar	4,862.78	4,862.78
<b>Total:</b>						<u>4,862.78</u>

Date: 27/03/2026  
Time: 11:46:54

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

Page: 5

A/C: LANDSCIE Name: Land Science Ltd						
No	Type	Date	Ref	Details	Amount	Outstanding
102499	PI	24/03/2026	19622	Ground Investigation Works (50% Deposit) - W.Centre -	1,153.20	1,153.20
<b>Total:</b>						<u>1,153.20</u>
A/C: SOUTHCLE Name: Southern Cleaning Services						
No	Type	Date	Ref	Details	Amount	Outstanding
102500	PI	18/03/2026	19623	Wash Cladding/Pressure Wash Windows/Frames, Floor,	1,020.00	1,020.00
<b>Total:</b>						<u>1,020.00</u>
A/C: SOUTHMO Name: Southern Mobility Centres Ltd						
No	Type	Date	Ref	Details	Amount	Outstanding
102502	PI	16/03/2026	19624	Service Hoist - The Street Toilets	72.00	72.00
<b>Total:</b>						<u>72.00</u>
A/C: WALLGATE Name: Wallgate Ltd						
No	Type	Date	Ref	Details	Amount	Outstanding
102503	PI	19/03/2026	19625	Annual Service Contract - Wallgate Units to 31-Mar-26	3,439.80	3,439.80
<b>Total:</b>						<u>3,439.80</u>
A/C: WARDMAR Name: Mr M Ward						
No	Type	Date	Ref	Details	Amount	Outstanding
102504	PI	23/03/2026	19626	Open C.Park Barrier/Play Area/Litter Pick - Sun x4	150.00	150.00
<b>Total:</b>						<u>150.00</u>
A/C: WATTSMRJ Name: Mr J Watt						
No	Type	Date	Ref	Details	Amount	Outstanding
102506	PI	19/03/2026	19627	Clean Seafront Shelter	45.00	45.00
<b>Total:</b>						<u>45.00</u>
A/C: WORLDPA Name: Worldpay Limited						
No	Type	Date	Ref	Details	Amount	Outstanding
102508	PI	01/03/2026	19629	Subscription Fee - Mar-26	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
102507	PI	23/02/2026	19628	Rent - WPSF - 25-Mar to 23-Jun	312.50	312.50
<b>Total:</b>						<u>312.50</u>
<b>Grand Total</b>						<u>16,746.75</u>

Date: 15/04/2026  
Time: 13:21:10

**Rustington Parish Council**

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

Date From: 01/04/2026  
Date To: 30/04/2026

Bank From: 1200  
Bank To: 1200

Transaction From: 102,858  
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	
102858	BP	6103	13/04/2026	19642 - Bank Pay	Arun & Chichester CA - Grant Aid 2026	1,500.00	0.00	1,500.00	
102859	BP	6105	13/04/2026	19643 - Bank Pay	L'ton District Lions Club - R'ton Street Fair 2026 - Grant A	500.00	0.00	500.00	
102860	BP	2103	13/04/2026	19644 - WorldPay	R.Miah - Deposit Refund - Youth Centre	100.00	0.00	100.00	
102861	BP	7101	13/04/2026	19645 - Bank Pay	E.Neno - Travel Expenses - Leaflet Exchange & Harbour	15.30	0.00	15.30	
102862	BP	6112	13/04/2026	19646 - Bank Pay	T'S Implacable NTC Band - Donation - Remem Sunday	300.00	0.00	300.00	
102863	BP	2103	13/04/2026	19647 - WorldPay	G.Russell - Deposit Refund - W.Centre	50.00	0.00	50.00	
102864	BP	7300	15/04/2026	DD - 19648 (...)	BT - Office Mobile (Emergency Phone)	3.28	0.65	3.93	
102865	BP	7202	20/04/2026	DD - 19649 (1096)	Business Stream - Water - Broadmark Toilets to 05-Apr -	164.35	0.00	164.35	
102866	BP	7204	19/04/2026	DD - 19650 (...)	Crown Gas & Power - Gas - W.Centre - R1 to 31-Mar -	966.98	48.35	1,015.33	
102867	BP	7204	19/04/2026	DD - 19651 (...)	Crown Gas & Power - Gas - W.Centre - R2 to 31-Mar -	76.14	3.81	79.95	
102868	BP	7204	19/04/2026	DD - 19652 (...)	Crown Gas & Power - Gas - Y.Centre to 31-Mar - SM	200.47	10.02	210.49	
102869	BP	7321	01/04/2026	DD - 19653	Sage - Finance/Payroll Support Package - Apr	549.50	109.90	659.40	
102870	BP	7203	21/04/2026	DD - 19654	SSE - Electric - W.Centre to 28-Feb - SM	745.40	149.08	894.48	
102871	BP	7203	21/04/2026	DD - 19655	SSE - Electric - Broadmark Toilets to 28-Feb - SM	106.97	5.35	112.32	
102872	BP	7203	21/04/2026	DD - 19656	SSE - Electric - The Street Toilets to 28-Feb - SM	66.56	3.33	69.89	
102873	BP	7203	21/04/2026	DD - 19657	SSE - Electric - Y.Centre to 28-Feb - SM	267.75	13.39	281.14	
102875	BP	2103	14/04/2026	19658 - WorldPay	R.Berry (L'ton Com Fridge) - Deposit Refund - W.Centre	200.00	0.00	200.00	
102876	BP	7104	07/04/2026	DD - 19659 - NW1	Sainsbury's - Refreshments - Annual Assembly	93.73	18.74	112.47	
102877	BP	7104	07/04/2026	DD - 19659 - NW1	Sainsbury's - Refreshments - Annual Assembly	10.05	0.00	10.05	
102878	BP	7303	07/04/2026	DD - 19660 - NW1	Card Factory - Retirement Balloons (BP)	14.27	2.85	17.12	
102879	BP	6111	07/04/2026	DD - 19660 - NW1	Baker Ross - Craft Activities - Easter Events - Museum	27.87	5.58	33.45	
102880	BP	7321	07/04/2026	DD - 19660 - NW1	Amazon - Mouse & Keyboard Packs x6 - Office	89.95	17.99	107.94	
102881	BP	7207	07/04/2026	DD - 19660 - NW1	Toolstation - Jerry Can & Spout - Rec.Ground	14.97	2.99	17.96	
102882	BP	7303	07/04/2026	DD - 19660 - NW1	Aldi - Refreshments - Retirement Lunch (BP)	8.36	0.00	8.36	
102883	BP	7303	07/04/2026	DD - 19660 - NW1	Aldi - Refreshments - Retirement Lunch (BP)	21.33	4.27	25.60	
102884	BP	7303	07/04/2026	DD - 19660 - NW1	Amazon - Gift Wrap	9.16	1.83	10.99	
102885	BP	7207	07/04/2026	DD - 19660 - NW1	Bollard Security - Additional Keys x2 - Rec.Ground	40.50	8.10	48.60	
102886	BP	7321	07/04/2026	DD - 19660 - NW1	Amazon - Monitor Stands x6 - Office	47.88	9.60	57.48	
102887	BP	6111	07/04/2026	DD - 19660 - NW1	Amazon - Card - Easter Activities - Museum	8.69	1.74	10.43	
102888	BP	7321	07/04/2026	DD - 19660 - NW1	Amazon - Laptop Stand for Desk - Office	12.12	2.42	14.54	
102889	BP	7320	07/04/2026	DD - 19660 - NW1	Amazon - Document Wallets - Office	8.02	1.60	9.62	
102890	BP	7321	07/04/2026	DD - 19660 - NW1	Amazon - Laptop Stand for Desk - Office	11.57	2.31	13.88	
102891	BP	7207	07/04/2026	DD - 19660 - NW1	Amazon (Shenzhen) - Glarks Woodruff Key & Round	14.98	3.00	17.98	
102892	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (Catersparesuk) - Lincat Filterflow Cartridge -	46.07	9.22	55.29	
102893	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (Catersparesuk) - Lincat Filterflow Cartridge -	46.07	9.22	55.29	
102894	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (WaterFilterMan) - Lincat Filterflow Cartridges -	24.58	4.91	29.49	
102895	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (Stafford Tiles) - Bona Cleaner x2 - VMH Floor	70.64	14.14	84.78	
102896	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (Finerfilters) - Lincat Filterflow Cartridge -VMH	18.73	3.74	22.47	
102897	BP	7206	07/04/2026	DD - 19660 - NW1	Amazon (Finerfilters) - Lincat Filterflow Cartridge -SWC	18.73	3.75	22.48	
102968	BP	6017	07/04/2026	DD - 19691 - NW1	BP Rustington - Plant Fuel	34.91	6.98	41.89	
102969	BP	6010	07/04/2026	DD - 19691 - NW1	Halfords - Mower Maintenance - Rust Treatment	33.31	6.66	39.97	
102970	BP	5007	07/04/2026	DD - 19691 - NW1	BP Rustington - Diesel - Council Vehicle	65.26	13.05	78.31	
102971	BP	7310	02/04/2026	DD - TVL	TV Licence - Youth Centre	14.95	0.00	14.95	
102972	BP	7201	24/04/2026	DD - ADC	ADC - Rates - The Woodlands Centre	596.00	0.00	596.00	
102973	BP	7201	25/04/2026	DD - ADC	ADC - Rates - R'ton Youth Centre	453.50	0.00	453.50	
102974	BP	7201	26/04/2026	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	148.30	0.00	148.30	
102975	BP	7201	26/04/2026	DD - ADC	ADC - Rates - Samuel Wickens Centre - 50%	148.30	0.00	148.30	
103049	BP	4043	15/04/2026	19694 - Bank Pay	A.Kelly - Rent Refund - Allots - 6 CA	33.31	0.00	33.31	
103050	BP	2103	15/04/2026	19694 - Bank Pay	A.Kelly - Deposit Refund - Allots - 6 CA	50.00	0.00	50.00	
<b>Totals</b>						<b>£</b>	<b>8,048.81</b>	<b>498.57</b>	<b>8,547.38</b>

Date: 27/03/2026  
Time: 11:51:12

**Rustington Parish Council**

Page: 7

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

Date From: 01/03/2026  
Date To: 31/03/2026

Bank From: 1200  
Bank To: 1200

Transaction From: 102,509  
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	
102509	BP	7303	27/03/2026	19630 - Bank Pay	N.Cook - Retirement Lunch (BP)	80.00	0.00	80.00	
102510	BP	6105	27/03/2026	19631 - Bank Pay	L'ton Community Fridge - Grant Aid	300.00	0.00	300.00	
102511	BP	2103	27/03/2026	19632 - Bank Pay	Reaching Families - Deposit Refund - W.Centre	50.00	0.00	50.00	
102512	BP	2103	27/03/2026	19633 - Bank Pay	S.Mayne - Deposit Refund - W.Centre	50.00	0.00	50.00	
102513	BP	2103	27/03/2026	19634 - Bank Pay	Blueberry Muffins - Deposit Refund - SWC	50.00	0.00	50.00	
102514	BP	2103	27/03/2026	19635 - WorldPay	L'ton Community Fridge (Maule) - Deposit Refund -	50.00	0.00	50.00	
102515	BP	2103	27/03/2026	19636 - Bank Pay	WSCC (Lucas-Box) - Deposit Refund - W.Centre	6.00	0.00	6.00	
102516	BP	7207	16/03/2026	DD - 19637 - NW1	Halfords - Shelving - Y.Centre Garage	39.99	8.00	47.99	
102517	BP	5007	16/03/2026	DD - 19637 - NW1	BP Rustington - Diesel - Council Vehicle	53.08	10.62	63.70	
102518	BP	7303	16/03/2026	DD - 19637 - NW1	Hobbycraft - Chrome Spray Paint (BP)	12.50	2.50	15.00	
102519	BP	7303	16/03/2026	DD - 19637 - NW1	All Seasons - Spray Paint, Mask, Broom (BP)	20.80	4.17	24.97	
102520	BP	6017	16/03/2026	DD - 19637 - NW1	BP Rustington - Plant Fuel	25.39	5.08	30.47	
102521	BP	7303	16/03/2026	DD - 19637 - NW1	All Seasons - Craft Materials (BP)	17.49	3.50	20.99	
102522	BP	7303	16/03/2026	DD - 19638 - NW1	Amazon (Universal Products) Milk Pots - Office	6.12	0.00	6.12	
102523	BP	7303	16/03/2026	DD - 19638 - NW1	Amazon - Retirement Banner (BP)	6.52	1.30	7.82	
102524	BP	7303	16/03/2026	DD - 19638 - NW1	Amazon (ShenZhen) Tableware (BP)	13.32	2.66	15.98	
102525	BP	7303	16/03/2026	DD - 19638 - NW1	Amazon (Sterling James) - Retirement Banner (BP)	6.52	1.31	7.83	
102526	BP	5001	16/03/2026	DD - 19638 - NW1	Amazon (ShenZhen) x2 Foot Rests - Museum	20.81	4.16	24.97	
102527	BP	5001	16/03/2026	DD - 19638 - NW1	Amazon - Laptop Desk Stand - Museum	12.66	2.53	15.19	
102528	BP	7320	16/03/2026	DD - 19638 - NW1	Amazon - x2 Fire Log Books - Y.Centre	14.16	2.84	17.00	
102529	BP	6210	16/03/2026	DD - 19638 - NW1	Historyonics - Blunder Traps - Museum	21.15	4.23	25.38	
102530	BP	6006	16/03/2026	DD - 19638 - NW1	Groundsman - Vitax Briteline White Line Marking Paint	287.60	57.52	345.12	
102531	BP	6111	16/03/2026	DD - 19638 - NW1	Baker Ross - Craft Activities - Easter Events - Museum	25.36	5.09	30.45	
102532	BP	7300	15/03/2026	DD - 19639 (...)	BT - Office Mobile (Emergency Phone)	13.12	2.63	15.75	
102533	BP	7300	15/03/2026	DD - 19639 (...)	BT - LAA Officer Mobile	13.12	2.62	15.74	
102534	BP	7203	26/03/2026	DD - 19640	SSE - Electric - Churchill Toilets to 28-Feb - SM	202.93	10.15	213.08	
102535	BP	7203	26/03/2026	DD - 19641	SSE - Electric - SWC to 28-Feb - SM	260.54	52.11	312.65	
102536	BP	7203	26/03/2026	DD - 19641	SSE - Electric - Museum to 28-Feb - SM	260.55	52.11	312.66	
102537	BP	7310	02/03/2026	DD - TVL	TV Licence - Youth Centre	14.95	0.00	14.95	
102539	BP	7303	27/03/2026	19641 - Bank Pay	H.Parsons (Iceland) - Milk - Museum	1.20	0.00	1.20	
102540	BP	6111	27/03/2026	19641 - Bank Pay	H.Parsons (The Works) - Supplies for Craft Activity -	4.17	0.83	5.00	
102541	BP	6111	27/03/2026	19641 - Bank Pay	H.Parsons (The Works) - Stickers for Craft Activity -	5.00	1.00	6.00	
102542	BP	6111	27/03/2026	19641 - Bank Pay	H.Parsons (Iceland) - Sweets for Family Crafts - Museum	3.33	0.67	4.00	
102543	BP	7303	27/03/2026	19641 - Bank Pay	H.Parsons (Waitrose) - Refreshments for Volunteers	2.80	0.00	2.80	
102544	BP	7303	27/03/2026	19641 - Bank Pay	H.Parsons (Screwfix) - Trunking to fix Listening Post -	6.47	1.30	7.77	
102545	BP	6111	27/03/2026	19641 - Bank Pay	H.Parsons (Temu) - Supplies for Easter Craft Activities -	16.18	0.00	16.18	
102546	BP	6111	27/03/2026	19641 - Bank Pay	H.Parsons (Temu) - Supplies for Christmas Craft	14.88	0.00	14.88	
<b>Totals</b>						<b>£</b>	<b>1,988.71</b>	<b>238.93</b>	<b>2,227.64</b>

**Rustington Parish Council**  
**Bank Payment Summary - 25 March 2026**

Salaries (Gross) - Employees	£ 29,914.72
<i>Includes Mileage Claim (N/Code: 7101)</i> £     -	
Employers - N.I.	£ 3,674.04
Employers - Superann.	£ 2,001.83
Legal & General - Ill Health Liability Insurance	£ 943.08
 Total Employers Liabilities	 <u>£ 36,533.67</u>
 Councillor / Chairman Allowances	 <u>£ 2,309.58</u>
 Total Liabilities	 <u>£ 38,843.25</u>

**Rustington Parish Council**  
**Bank Payment Summary - 25 April 2026**

Salaries (Gross) - Employees	£ 28,051.15
<i>Includes Mileage Claim (N/Code: 7101)</i> £     -	
Employers - N.I.	£ 3,457.05
Employers - Superann.	£ 1,691.25
Legal & General - Ill Health Liability Insurance	£ 1,279.06
 Total Employers Liabilities	 <u>£ 34,478.51</u>

**Imprest Account - Petty Cash Requirements - 30 March 2026**

Chq.No.7680 - Petty Cash (Office) - £54.90

## Rustington Parish Council

Page: 9

### Reconciled Balances as at 31 March 2026

<b>NatWest Bank:-</b>	
Current Account	£ 11,999.81
Imprest Account	£ 798.28
<b>Reserve Accounts:</b>	
General Fund	£ 182,247.20
35-Day Notice (276) - Earmarked Reserves	£ 31,252.36
35-Day Notice (284)	£ 242,086.02
35-Day Notice (670) - Section 106 Funds	£ 22,068.49
Museum Reserve	£ 2,855.84
Plant Equipment Renewal	£ 6,984.37
<b>Capital Accounts:</b>	
Opportunity and Special Purchases	£ 1,531.08
<b>CCLA:</b>	
Capital Account:	
Public Sector Deposit Fund	£ 100,000.00
<i>Monthly Dividends Credited from PSDA into Nationwide Account</i>	
<b>Nationwide Building Society:</b>	
Capital Account:	
35-Day Saver	£ 130,459.11
<b>Total on Bank Statements</b>	
£ 732,282.56	
<b>Un-Reconciled Payments</b>	
£ (160.90)	
<b>£ 732,121.66</b>	
<b>Petty Cash</b>	
£ 272.30	
<b>Grand Total</b>	
<b>£ 732,393.96</b>	

Checked against Bank Statements D.M.M.

Councillor G Lee (FGP)

Date: 16/04/2026  
Time: 16:17:44

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

Page: 10

Date From: 16/03/2026  
Date To: 30/04/2026  
Transaction From: 102,393  
Transaction To: 99,999,999

Bank From: 1200  
Bank To: 1200

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	
102827	BR	4047	25/03/2026	Bank Receipt	R'ton S&S Club - Rent - 1st Quarter	4,125.00	0.00	4,125.00	
102831	BR	4040	30/03/2026	102165/66	Museum - Donation (Talk) - Jan	23.30	0.00	23.30	
102832	BR	4040	30/03/2026	102165/66	Museum - Donation (Talk) - Feb	16.00	0.00	16.00	
102833	BR	4040	30/03/2026	102165/66	Museum - Donation (Talk) - Mar	25.00	0.00	25.00	
102834	BR	4040	30/03/2026	102165/66	Museum - Donation (Extn Talk) - Our Lady of	20.00	0.00	20.00	
102835	BR	4040	30/03/2026	102165/66	Museum - Postcards	0.50	0.10	0.60	
102980	BR	2102	02/04/2026	Bank Receipt	G Carruthers - Deposit - W.Centre -17 Jul	50.00	0.00	50.00	
102983	BR	4000	02/04/2026	Bank Receipt	ADC - Precept - First Tranche	412,500.00	0.00	412,500.00	
102989	BR	4040	08/04/2026	Bank Receipt	R'ton Twinning Association - Funds for Future	5,532.32	0.00	5,532.32	
103015	BR	2102	14/04/2026	Bank Pay	A Whittle (Buckthorpe) - Deposit - Y. Centre -	50.00	0.00	50.00	
103020	BR	7303	15/04/2026	Card Receipt	Staff Reimbursement (EL)	60.28	12.06	72.34	
103021	BR	2102	15/04/2026	Card Receipt	M Venus - Deposit - W.Centre - 01-Aug	50.00	0.00	50.00	
<b>Totals</b>						<b>£</b>	<b>422,452.40</b>	<b>12.16</b>	<b>422,464.56</b>

Date: 16/04/2026  
Time: 16:18:26

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

Date From: 16/03/2026  
Date To: 30/04/2026

Bank From: 1200  
Bank To: 1200

Transaction From: 102,388  
Transaction To: 99,999,999

Customer From:  
Customer To: 7777777

Bank No	1200	Currency	Pound Sterling						
No	Type	A/C	Date	Ref	Details	Net	Tax	Gross	
102823	SR	LAMLEYSH	17/03/2026	Bank Receipt	Sales Receipt	130.00	0.00	130.00	
102824	SR	KEATESK	17/03/2026	Bank Receipt	Sales Receipt	152.00	0.00	152.00	
102825	SR	ADFAS	18/03/2026	Bank Receipt	Sales Receipt	90.00	0.00	90.00	
102826	SR	RUSTPLSC	23/03/2026	Bank Receipt	Sales Receipt	528.00	0.00	528.00	
102828	SR	RUSTPLSC	25/03/2026	Bank Receipt	Sales Receipt	172.00	0.00	172.00	
102829	SR	RNID	25/03/2026	Bank Receipt	Sales Receipt	53.67	0.00	53.67	
102836	SR	VIRTUOSO	30/03/2026	Bank Receipt	Sales Receipt	240.00	0.00	240.00	
102837	SR	PLAYERS	30/03/2026	Bank Receipt	Sales Receipt	181.28	0.00	181.28	
102838	SA	BABYSUPE	30/03/2026	Bank Receipt	Payment on Account	135.00	0.00	135.00	
102839	SR	RUSTWI	30/03/2026	Bank Receipt	Sales Receipt	127.00	0.00	127.00	
102840	SR	VELVETCL	30/03/2026	Bank Receipt	Sales Receipt	152.00	0.00	152.00	
102841	SR	SLIMWORL	30/03/2026	Bank Receipt	Sales Receipt	417.50	0.00	417.50	
102842	SR	HERITAGE	31/03/2026	Bank Receipt	Sales Receipt	40.00	0.00	40.00	
102843	SR	SHORTMAT	31/03/2026	Bank Receipt	Sales Receipt	650.00	0.00	650.00	
102844	SR	THEATREA	31/03/2026	Bank Receipt	Sales Receipt	576.00	0.00	576.00	
102845	SR	WOODTTC	31/03/2026	Bank Receipt	Sales Receipt	490.00	0.00	490.00	
102847	SR	SEAESTAT	30/03/2026	102165/66	Sales Receipt	90.00	0.00	90.00	
102848	SR	MARDENPO	30/03/2026	102165/66	Sales Receipt	80.00	0.00	80.00	
102976	SR	LEWISHAA	01/04/2026	Bank Receipt	Sales Receipt	83.00	0.00	83.00	
102977	SR	ARUNU3A	01/04/2026	Bank Receipt	Sales Receipt	1,069.00	0.00	1,069.00	
102978	SR	YASYOGA	01/04/2026	Bank Receipt	Sales Receipt	395.00	0.00	395.00	
102979	SR	ARUNFAIR	01/04/2026	Bank Receipt	Sales Receipt	312.00	0.00	312.00	
102981	SR	ADFAS	20/04/2026	Bank Receipt	Sales Receipt	90.00	0.00	90.00	
102982	SA	TATERON	02/04/2026	Bank Receipt	Payment on Account	366.00	0.00	366.00	
102984	SR	RUSHORTI	07/04/2026	Bank Receipt	Sales Receipt	321.00	0.00	321.00	
102985	SR	ACTIV8NU	08/04/2026	Bank Receipt	Sales Receipt	160.64	0.00	160.64	
102986	SR	DRISCOLL	08/04/2026	Bank Receipt	Sales Receipt	212.00	0.00	212.00	
102988	SR	LAMLEYSH	08/04/2026	Bank Receipt	Sales Receipt	22.00	0.00	22.00	
102990	SA	DHOPKINS	08/04/2026	Card Receipt	Payment on Account	109.33	0.00	109.33	
103011	SR	ALZHEIME	10/04/2026	Bank Receipt	Sales Receipt	47.00	0.00	47.00	
103012	SR	RCCGOASI	13/04/2026	Bank Receipt	Sales Receipt	309.00	0.00	309.00	
103013	SR	GUIDES2	13/04/2026	Bank Receipt	Sales Receipt	1,430.31	0.00	1,430.31	
103014	SR	RCCGOASI	13/04/2026	Bank Receipt	Sales Receipt	37.00	0.00	37.00	
103016	SR	SHAYLER	14/04/2026	Bank Pay -	Sales Receipt	1,400.00	0.00	1,400.00	
103017	SA	SHAYLER	15/04/2026	Bank Pay	Payment on Account	1,000.00	0.00	1,000.00	
103018	SR	RUSTOTTE	14/04/2026	Bank Pay	Sales Receipt	129.25	0.00	129.25	
103019	SR	WSCC-CHI	15/04/2026	Bank Receipt	Sales Receipt	310.25	0.00	310.25	
<b>Totals</b>						<b>£</b>	<b>12,107.23</b>	<b>0.00</b>	<b>12,107.23</b>