

**PITSTONE PARISH COUNCIL
FEBRUARY 2016 FINANCIAL SUMMARY**

Expenditure from Unity approved on 25 February 2016

Trans Ref/Chq No	Beneficiary	Cost Centre	Description	VAT	Net	Gross
various	All employees + HMRC	Employment & training	Total confidential transactions (salary, expenses & HMRC)	£ 27.33	£ 983.15	£ 1,010.48
166656162	AVYFC	Youth Café	January youth café		£ 458.69	£ 458.69
511046108	NetGiant Ltd	Admin	Toner cartridges - C/M/Y/B/B	£ 56.05	£ 280.25	£ 336.30
266353387	R Haynes	General Maintenance	Bus shelter cleaning 11/1/16		£ 45.00	£ 45.00
838331891	R Haynes	General Maintenance	Bus shelter cleaning 8/2/16		£ 45.00	£ 45.00
772467894	Wicksteed Leisure Ltd	S106	Replacement gate stoppers Hever Close playground, S106 maintenance funds	£ 8.93	£ 44.66	£ 53.59
298527942	Almar (Tring) Ltd	PPP	Winter magazine		£ 920.00	£ 920.00
523004677	Almar (Tring) Ltd	General Administration	Tring station questionnaire	£ 58.40	£ 292.00	£ 350.40
317490529	Almar (Tring) Ltd	General Administration	Scanning of pavilion plans	£ 3.67	£ 18.33	£ 22.00
17358105	Pitstone Memorial Hall	General Administration	Hall hire for June		£ 20.62	£ 20.62
63956844	Pitstone Memorial Hall	General Administration	Hall hire for January		£ 123.76	£ 123.76
224454653	Pitstone Memorial Hall	General Administration	4 x quarterly wheelie bin hire, minus £1 annual hall rent		£ 219.00	£ 219.00
994076403	Almar (Tring) Ltd	NDP	100 posters trimmed and encapsulated	£ 24.40	£ 122.00	£ 146.40
983697110	Susie Stringer	NDP	Refund of Important Occasions NDP balloons & gas	£ 33.53	£ 179.64	£ 213.17

Grants & donations approved at 25 February 2016 meeting from Unity

Trans Ref/Chq No	Beneficiary (inc registration number where applicable)	Cost Centre	Purpose of grant / donation and time period to which it relates	Gross
	None			

Direct debits noted at 25 February 2016 meeting

dd	Eon	Lighting	Street lighting 1-31/1/16	£ 64.97	£ 324.83	£ 389.80
dd	Opus	Sports & Leisure	Electricity at pavilion	£ 2.83	£ 56.60	£ 59.43
dd	CNG	Sports & Leisure	Gas at pavilion - credit balance of £17.15 so no charge	£ -	£ -	£ -
dd	Anglian Water	Allotments	Recalculated bills for 29/7/15-5/11/15 & 6/11/15-26/1/16. Resulting in £31.86 credit.	£ -	£ -	£ -
dd	Anglian Water	Sports & Leisure	Recalculated bills for pavilion water for 29/7/15-5/11/15 & 6/11/15-26/1/16. Resulting in £284.56 credit.	£ -	£ -	£ -
dd	AVDC	Sports & Leisure	Business Rates for pavilion 2016/17. £592.90 charge with £592.90 deducted for small business relief. Therefore charge zero.	£ -	£ -	£ -
TOTAL OUTGOINGS				£ 280.11	£ 4,133.53	£ 4,413.64

NB: No changes required this month to the asset register or insurance

Inter-account transfers

None	TOTAL VALUE OF TRANSFERS BETWEEN ACCOUNTS			£ -
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Receipts received to 25 February 2016, paid into a NatWest account

				VAT	Net	Gross
auto	NatWest	Finance	Reserve account interest		£ 3.16	£ 3.16
auto	NatWest	S106	S106 account interest		£ 1.03	£ 1.03
				£ -	£ 4.19	£ 4.19

Receipts received to 25 February 2016, paid into Unity account

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
bacs	South Beds Driving	Sports & Leisure	Hire of pavilion car park		£ 40.00	£ 40.00
bacs	Footworks	PPP	PPP1115/179 (plus overpaid by 9p)	£ 6.65	£ 33.35	£ 40.00
bacs	HMRC	Finance	Quarterly VAT refund	£ 3,539.13	£ -	£ 3,539.13
000087	P&I JFC	Sports & Leisure	Hire of football pitches during December	£ 27.00	£ 135.00	£ 162.00
bacs	Groundwork UK	NDP	Grant for referendum stage of NDP		£ 2,400.00	£ 2,400.00
bacs	Stephen Brophy	Allotments	Allotment tenancy, plot 31		£ 15.00	£ 15.00
000088	Mr and Mrs Harris	Allotments	Allotment tenancy, plot 70		£ 15.00	£ 15.00
000088	Mr Newman	Allotments	Allotment tenancy, plot 15		£ 15.00	£ 15.00
000088	Mr Spiller	Allotments	Allotment tenancy, plot 61 and 69		£ 30.00	£ 30.00
000089	Mr Sainley	Allotments	Allotment tenancy, plot 43		£ 15.00	£ 15.00
bacs	Mrs Tebje	Allotments	Allotment tenancy, plot 15		£ 15.00	£ 15.00
000089	Mr and Mrs Pearce	Allotments	Allotment tenancy, plots 39 and 42		£ 30.00	£ 30.00

000089	Mr Kavanagh	Allotments	Allotment tenancy, plot 57	£	15.00	£	15.00
000089	Mr Twitchell	Allotments	Allotment tenancy, plot 37	£	15.00	£	15.00
000089	Mr and Mrs Gretsly	Allotments	Allotment tenancy, plots 71 and 72	£	30.00	£	30.00
000089	Mrs Rankin	Allotments	Allotment tenancy, plot 62	£	15.00	£	15.00
000089	Mr Fitzpatrick	Allotments	Allotment tenancy, plot 38	£	15.00	£	15.00
000089	Mr Cox	Allotments	Allotment tenancy, plots 50 & 51	£	30.00	£	30.00
000090	P&I United FC	Sports & Leisure	Hire of football pitches during December	£	16.80	£	100.80
000090	P&I United FC	Sports & Leisure	Hire of football pitches during January	£	21.80	£	130.80
000091	Mr and Mrs Lee	Allotments	Allotment tenancy, plots 25, 26 and 27	£	45.00	£	45.00
000092	Mr Brooks	Allotments	Allotment tenancy, plot 48	£	15.00	£	15.00
000092	Mr Richardson	Allotments	Allotment tenancy, plot 36	£	15.00	£	15.00
				£	3,611.38	£	3,131.35
				£	3,611.38	£	6,742.73

TOTAL INCOMINGS £ 3,611.38 £ 3,135.54 £ 6,746.92

Debtors Summary/Overdue Invoices/Income Outstanding:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
11/11/2015	F&W Computers	PPP	PPP 1115/055 - apparently normally pays Klaus with cash, he will visit	£	8.87	£ 44.35
17/02/2016	P&ICU FC	Sports & Leisure	Hire of football pitches during January (Sundays)	£	18.40	£ 92.00
17/02/2016	P&I JFC	Sports & Leisure	Hire of football pitches during January	£	62.00	£ 310.00
				£	10,923.41	£ 9,804.59
				£	10,923.41	£ 20,728.00

Summary of those in credit:

Description	Company	Amount	Invoice Date
PPP over-payment	Footworks (see above)	£ 0.09	11/11/2015
		£	0.09

Amounts not yet invoiced to the parish council/work not yet completed:

Description	Cost Centre	Name	Amount
2015/16			
M F London	Maintenance/S&L	Misc repairs works, uplift of safety matting, playground repairs - requested several times	£ tbc
Valuation Office Agency	Sports & Leisure	Insurance valuation of pavilion - requested several times	£ 200.00
Roderick Wilson	Sports & Leisure	Tree works on Recreation Ground and The Crescent	£ 2,375.00
John Lowe	Sports & Leisure	Planting/staking Sorbus Magastica & removing sign on Recreation Ground	£ tbc
Paul Warrell	Sports & Leisure	Door works at pavilion x 2 & gate chain	£ 150.00
Lamps & Tubes	Lighting	Fix 7 street lights	£ tbc
RMAV	Sports & Leisure	50% deposit fee for stage for Party in the Park community event	£ 700
2016/17			
J Leonard	Devolved Services	Grass cutting and footpath maintenance during 2016	£ 2,850
R Porter	S106	Grass cutting in Castlemead playgrounds, £85 per cut est 6 cuts	£ 510
R Porter	Sports & Leisure	Misc grass cutting £260per cut est 6 cuts, 2016	£ 1,560
Recreation Ground Charity	Grant/donation	To pay for R Porter to maintain grass etc £85 per cut est 6 cuts, 2016	£ 510
R Porter	Devolved Services	Footpath maintenance during 2016, £280 per cut est 1/2 cuts	£ 560
AVDC	Sports & Leisure	Play Around the Parishes, 2 x £310 in summer holidays	£ 620
RMAV	Sports & Leisure	50% final fee for stage for Party in the Park community event	£ 700
			£ 10,735.00

Amounts not yet due to the parish council:

Description	Cost Centre	Name	Amount
Devolved Services 2016-17	Agency Services	Payment due 1/4/16	£ 3,422.87
Devolved Services 2017-18	Agency Services	Payment due 1/4/17	£ 3,422.87
Devolved Services 2018-19	Agency Services	Payment due 1/4/18	£ 3,422.87
AVDC Council Tax Support Grant	Grants	Payment due 1/4/16	£ 1,475.00

Bank Reconciliation & S106 Summary:

See attached sheet