

**PITSTONE PARISH COUNCIL
DECEMBER 2016 FINANCIAL SUMMARY**

Expenditure from Unity approved electronically 22 December 2016

Trans Ref/Chq No	Beneficiary	Cost Centre	Description	VAT	Net	Gross
various	All employees + HMRC	Employment & training	Total confidential transactions (salary & HMRC)	£ 0.60	£ 2,146.87	£ 2,147.47
9000751206	Staples UK Limited	Administration	Stationery	£ 10.72	£ 53.58	£ 64.30
16267442	NetGiant Ltd/Toner Giant	Administration	Toner for HP Laserprinter. £35 cashback promotion request submitted.	£ 45.14	£ 225.71	£ 270.85
939581347	Swarco Traffic Limited	Maintenance	Annual service contract for mVAS	£ 42.00	£ 210.00	£ 252.00
717440166	Mark Harrod Ltd	Sports & Leisure	Replacement elbow joint	£ 1.70	£ 8.50	£ 10.20
841576501	Pitstone Memorial Hall	General Administration	November hall hire, annual charge for use of wheelee bins, £1 deducted for annual rental payment from hall to council		£ 311.75	£ 311.75
61031757	Dave Rollins	Youth Café	November youth café management		£ 274.16	£ 274.16
328756981	A J Groom & Son Ltd	Sports & Leisure	Pavilion ground maintenance for November	£ 42.00	£ 210.00	£ 252.00
bacs	Action4Youth	Youth Café	Refund of cancelled training - sexual health awareness		£ 10.00	£ 10.00
496437184	J Leonard Limited	Recreation Ground	Replace 3 fence posts and rails (managed by PPC as part of open space)		£ 75.00	£ 75.00
4797345	J Leonard Limited	Devolved Services	Side out paths/alleyways Cheddington Road-Crispin Field and Chequers Lane-Yardley Ave		£ 200.00	£ 200.00
582792968	J Leonard Limited	Sports & Leisure	Replacement guttering at pavilion		£ 275.00	£ 275.00
806427561	Brookmead School	Youth Café	Hire of premises for youth café, autumn term		£ 350.00	£ 350.00
119174435	R Haynes	Maintenance	Bus shelter cleaning 12/12/16		£ 45.00	£ 45.00
Sub total of standard bacs/cheques				£ 142.16	£ 4,375.57	£ 4,517.73

Grants & donations approved on 22 December 2016 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	VAT	Net	Gross
	None					
Sub total of grants and donations				£ -	£ -	£ -

Direct debits noted at 5 January 2017 meeting

dd	CNG Ltd	Sports & Leisure	Gas at pavilion to 30/11/16	£ 0.18	£ 3.63	£ 3.81
dd	Eon	Lighting	Street lighting energy 1-30/11/16	£ 72.60	£ 363.00	£ 435.60
dd	Lloyds Bank	General Administration	Credit Card monthly fee (£3) & new keys for pavilion (£16.05)	£ 2.67	£ 16.38	£ 19.05
dd	Sage UK	General Administration	Accounting and payroll service subscription	£ 3.00	£ 15.00	£ 18.00
dd	Opus Energy	Sports & Leisure	Electricity at pavilion 31/10/16-29/11/16	£ 1.99	£ 39.70	£ 41.69
Sub total of direct debits				£ 80.44	£ 437.71	£ 518.15
TOTAL OUTGOINGS				£ 222.60	£ 4,813.28	£ 5,035.88

Insurance amendments

None

Inter-account transfers approved at 5 January 2017 meeting

bacs	From Parish Council Unity Account to Recreation Ground Charity Unity Account	P&ICU FC	3 x invoice payments (£89.16, £60, £60 = £209.16) that the customer paid by bacs into the wrong account. See Recreation Ground account details below.		£ 209.16	£ 209.16
TOTAL VALUE OF TRANSFERS BETWEEN ACCOUNTS					£ 209.16	

Receipts received to 30 November 2016, paid into a NatWest account

				VAT	Net	Gross
auto	NatWest	Finance	Reserve account interest		£ 1.31	£ 1.31
auto	NatWest	Finance	S106 account interest		£ 0.21	£ 0.57
					£ 0.21	
				£ -	£ 1.73	£ 1.88

Receipts received to 29 December 2016, paid into Unity account

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
29/11/16	South Beds Driving	Sports and Leisure	Hire of pavilion car park in November		£ 40.00	£ 40.00
Slip 000119	Barry Cato Motor Repairs	PPP	PPP Issue 110	£ 2.33	£ 11.67	£ 14.00
SLIP 000119	P&JFC	Sports and Leisure	Pitch hire during October	£ 105.00	£ 525.00	£ 630.00
bacs	Miramar Design	PPP	PPP Issue 110	£ 4.08	£ 20.42	£ 24.50
bacs	Marsworth Pre-School	PPP	PPP Issue 110	£ 4.08	£ 20.42	£ 24.50
bacs	Tring Showstoppers (Performing Arts)	PPP	PPP Issue 110	£ 2.33	£ 11.67	£ 14.00

slip 000120	bacs	Greensleeves	PPP	PPP Issue 110	£	5.00	£	25.00	£	30.00
slip 000121	bacs	The Tyre Changers	PPP	PPP Issue 110	£	2.33	£	11.67	£	14.00
slip 000122	bacs	P. E. Mead & Sons	PPP	PPP Issues 110,111,112,113	£	8.87	£	44.35	£	53.22
00-108134-1-4702243-1	bacs	Tring Market Auctions	PPP	PPP Issue 110	£	8.08	£	40.42	£	48.50
	bacs	P&JFC	Sports and Leisure	Pitch hire during November	£	71.20	£	356.00	£	427.20
	bacs	HP International Sari	General Administration	Toner cashback promotion			£	35.00	£	35.00
	bacs	P&JFC	Sports and Leisure	September hire of pitches. Plus cross-charge of further 2 x £6 bank fees.	£	16.80	£	96.00	£	112.80
	bacs	Ashby's Chartered Accountants	PPP	PPP Issue 110	£	4.08	£	20.42	£	24.50
	bacs	Beacon View Windows	PPP	PPP Issue 110	£	8.08	£	40.42	£	48.50
					£	242.29	£	1,298.46	£	1,540.75
TOTAL INCOMINGS					£	242.29	£	1,300.19	£	1,542.63

Debtors Summary/Overdue Invoices/Income Outstanding:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
19/10/16	P&JFC	Sports and Leisure	October hire of pitches. Cash or bacs only.	£	25.20	£ 126.00
2/12/2016	P&JFC	Sports and Leisure	29 October hire of pitch. Cash or bacs only.	£	8.40	£ 42.00
31/10/16	Action4Youth	Youth Café	Refund of course costs - Drugs & Alcohol Awareness - course cancelled			£ 10.00
8/11/2016	DOODLE CABOODLE	PPP	PPP Issue 110	£	4.08	£ 20.42
8/11/2016	Roo's (Property Maintenance)	PPP	PPP Issues 110,111,112,113	£	30.72	£ 153.60
8/11/2016	Safe & Sound Automotives	PPP	PPP Issues 110,111,112,113	£	30.72	£ 153.60
8/11/2016	F. & W. Computers	PPP	PPP Issues 110,111,112,113	£	8.87	£ 44.35
				£	834.87	£ 4,447.06
						£ 5,282.07

Summary of those in credit:

None

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

Description	Cost Centre	Name	Net Amount
2016/17			
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
P&JFC	Pavilion redevelopment	Grant towards ball stop netting, once they have progressed project	£680.00
AVDC	Pavilion redevelopment	Planning application fee	£97.00
Dave Rollins	Youth Café	Dec-Feb (remaining this financial year)	£1,549.98
Martin London	Sports & Leisure	Playground repairs, bin installations tbc	£400.00
Lamps & Tubes	Street Lighting	LED installation, Christmas lights, light repairs	£6,407.66
	Sports & Leisure/Recreation Ground	Tree works	£1,800.00
Credit Card Transaction	Acronis	Administration	True Image back up software update
Credit Card Transaction	Buckingham Nurseries	Open Space	John Downie Crab Apple commemorative tree
Credit Card Transaction	Tesco	Administration	Refreshments for staff/volunteer thank you event
Credit Card Transaction	The Baggers Group	Litter & Dog Fouling	Refuse sacks for litter pickers
			£ 13,169.08

Amounts not yet due to the parish council:

Description	Cost Centre	Name	Amount
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

Bank Reconciliation & S106 Summary:

See attached sheet

Budget Monitor:

See attached sheet

Summary of Parish Charity Transactions:

None

Summary of Recreation Ground Charity Transactions:

bacs	P&ICU FC	Recreation Ground Charity	Income	Expenditure
bacs	P&ICU FC	Recreation Ground Charity	£	89.16
bacs	P&ICU FC	Recreation Ground Charity	£	60.00
bacs	P&ICU FC	Recreation Ground Charity	£	60.00