

**PITSTONE PARISH COUNCIL  
OCTOBER 2016 FINANCIAL SUMMARY**

**Expenditure from Unity approved on 20 October 2016**

Trans Ref/Chq No	Beneficiary	Cost Centre	Description	VAT	Net	Gross
various auto	All employees + HMRC Unity	Employment & training	Total confidential transactions (salary & HMRC)	£ 1.48	£ 2,047.64	£ 2,049.12
566740987	J leonard Limited	General Administration	Bank service charge	£	£ 33.45	£ 33.45
37204086	J leonard Limited	Devolved Services	Grass cutting	£	£ 475.00	£ 475.00
518561760	J leonard Limited	Maintenance	Clearance of roadside weeds by roundabout & Marsworth Road	£	£ 300.00	£ 300.00
49655799	J leonard Limited	Sports & Leisure	Repair of benches at pavilion	£	£ 200.00	£ 200.00
552178817	J leonard Limited	Devolved Services	Clearance of shrubbery from around road signs	£	£ 50.00	£ 50.00
738626943	J leonard Limited	Devolved Services	Footpath maintenance - 2nd cut	£	£ 158.11	£ 158.11
178991047	Pitstone Memorial Hall	Sports & Leisure	Shrub/tree works in play areas	£	£ 75.00	£ 75.00
791842989	Lamps & Tubes Illuminations	General Administration	Sept hall hire	£	£ 41.25	£ 41.25
197104257	A J Groom & Son Ltd	Street Lighting	Street light repairs - Yardley Ave, Newells Hedge, Vic Rd, Church Rd, Cheddington Rd	£ 104.77	£ 523.87	£ 628.64
828566569	K Weber	Sports & Leisure	Pavilion ground maintenance for September	£ 100.00	£ 500.00	£ 600.00
341710167	Glasdon UK Limited	General Administration	Land registry fees re open space investigations	£	£ 210.00	£ 210.00
501358961	CommuniCorp	Litter & Dog Fouling	Everglade litter bin for Hever Close	£ 50.96	£ 254.81	£ 305.77
cheque 300067	Capel Manor College	General Administration	Local Councils Update Subscription (annual)	£	£ 75.00	£ 75.00
	plus cancel previous cheque (3000060)	Employment & training	Lantra basic tree inspection 1 day course 27 June 2017	£	£ 200.00	£ 200.00
82444918	D Rollins*	Employment & training	Lantra basic tree inspection course that that cancelled from June 2016 (price decreased)		£ -	£ -
823409628	Almar (Tring) Ltd	Youth Café	Floodlights and stands	£ 36.48	£ 182.43	£ 218.91
689743722	GES Ltd	PPP	Printing of 1450 copies	£	£ 890.00	£ 890.00
		Sports & Leisure	Legionella Risk Assessment	£ 53.00	£ 265.00	£ 318.00
<b>Sub total of standard bacs/cheques</b>				<b>£ 346.69</b>	<b>£ 6,251.56</b>	<b>£ 6,598.25</b>

**Grants & donations approved on 20 October 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
300068	Royal British Legion	Grants and Donations	Annual donation in lieu of a fresh wreath.		£ 150.00	£ 150.00
<b>Sub total of grants and donations</b>				<b>£ -</b>	<b>£ 150.00</b>	<b>£ 150.00</b>

**Direct debits noted at 20 October 2016 meeting**

dd	CNG	Sports & Leisure	Gas at pavilion to 30/9/16	£ 0.29	£ 5.72	£ 6.01
dd	Eon	Lighting	Street lighting energy 1-30/9/16	£ 72.60	£ 363.00	£ 435.60
dd	Sage UK	General Administration	Accounting and payroll service subscription	£ 1.50	£ 7.50	£ 9.00
dd	Opus Energy	Sports & Leisure	Electricity at pavilion 31/8/16-29/9/16	£ 1.41	£ 28.10	£ 29.51
dd refund	Anglian Water	Sports & Leisure	Refund of money held on account following application of sewerage rebate and new read of main meter		£ -	£ 158.85
<b>Sub total of direct debits</b>				<b>£ 75.80</b>	<b>£ 245.47</b>	<b>£ 321.27</b>
<b>TOTAL OUTGOINGS</b>				<b>£ 422.49</b>	<b>£ 6,647.03</b>	<b>£ 7,069.52</b>

**Insurance amendments**

Remove one bench from pavilion as unrepairable. Add Everglade bin for Hever Close. Add 6 floodlights & 3 stands.

**Inter-account transfers approved at 20 October 2016 meeting**

None

<b>TOTAL VALUE OF TRANSFERS BETWEEN ACCOUNTS</b>	<b>£ -</b>
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**Receipts received to 30 September 2016, paid into a NatWest account**

				VAT	Net	Gross
auto	NatWest	Finance	Reserve account interest		£ 3.39	£ 3.39
auto	NatWest	S106	S106 account interest		£ 0.55	£ 0.55
				<b>£ -</b>	<b>£ 3.94</b>	<b>£ 3.94</b>

**Receipts received to 20 October 2016, paid into Unity account**

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
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bacs	Creases Ironing Service	PPP	PPP0516/191 arrears	£	4.67	£	23.34	£	28.01
18/10/16	HMRC	Q2 VAT Return	Quarter 2 VAT refund	£	2,016.04				
00-108134-1-4684461-1	P&IUCF	Sports and Leisure	April & May Hire. Cheque bounced for 3rd and 4th times. Cash received 18/10/16 and paid into Post Office.	£	60.20	£	301.00	£	361.20
				<b>£</b>	<b>2,080.91</b>	<b>£</b>	<b>324.34</b>	<b>£</b>	<b>389.21</b>
<b>TOTAL INCOMINGS</b>				<b>£</b>	<b>2,080.91</b>	<b>£</b>	<b>328.28</b>	<b>£</b>	<b>393.15</b>

**Debtors Summary/Overdue Invoices/Income Outstanding:**

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
			June, July and August Hire SI-69. Plus cross-charge of bank charges. <b>Cash payment requested.</b>	£	101.60	£ 520.00
18/9/16	P&IUCF	Sports and Leisure		£	32.00	£ 160.00
18/9/16	P&IUCF	Sports and Leisure	June, July and August Hire SI-70	£	126.00	£ 630.00
12/10/2016	P&IUCF	Sports and Leisure	Pitch hire for September	£	6.00	£ 30.00
19/10/16	U3A	General Administration	Hire of display boards	£	14.83	£ 74.16
13/10/16	P&ICU FC	Recreation Ground Charity	Hire of football pitch in September (minus 84p previously held in credit)	£	16.80	£ 96.00
19/10/16	P&IUCF	Sports and Leisure	September hire of pitches. Plus cross-charge of further 2 x £6 bank fees. Cash or bacs only.	£	25.20	£ 126.00
19/10/16	P&IUCF	Sports and Leisure	October hire of pitches. Cash or bacs only.			
				<b>£</b>	<b>6,560.49</b>	<b>£ 2,589.78</b>
						<b>£ 3,102.15</b>

**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
<b>2016/17</b>			
J Leonard Limited	Devolved Services	Grass cutting and footpath maintenance during 2016	£475
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&IUCF	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	OCT-July	£3,749.94
J Leonard Limited	Allotments	Replacement of rotten fence post(s)	tbx
Martin London	Sports & Leisure	Playground repairs, bin installations tbc	£400.00
			<b>£ 7,471.94</b>

**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:**

	Income	Expenditure
NatWest	£10.97	

**Summary of Recreation Ground Charity Transactions:**

Unity Trust	Bank charge	£ 18.00
Rod Wilson	Tree works	£ 2,742.00
		<b>£ 2,760.00</b>