

**PITSTONE PARISH COUNCIL
AUGUST 2017 FINANCIAL SUMMARY (MEETING ACTUALLY 7 SEPTEMBER)**

Expenditure from Unity approved electronically 16 August 2017 for payment on 30 August 2017

| Trans Ref/Chq No | Beneficiary | Cost Centre | Description | VAT | Net | Gross |
|--|------------------------|-----------------|--|-----------------|-------------------|-------------------|
| Various | Various | Employment | Confidential salary and wage payments, plus HMRC PAYE & NI and NEST | £ 1.35 | £ 2,257.19 | £ 2,258.54 |
| 45167623 | Almar (Tring) Ltd | PPP | Pitstone Parish Post printing | | £ 930.00 | £ 930.00 |
| 532740349 | Almar (Tring) Ltd | Administration | Printing of leaflets re bark stripping from trees | | £ 405.00 | £ 405.00 |
| 609003474 | Pitstone Memorial Hall | Administration | Room hire in July | | £ 57.50 | £ 57.50 |
| 137984628 | Easy Gate | Sport & Leisure | Replacement playground gate for Windsor Road (funded via S106 maintenance funds) | £ 153.00 | £ 765.00 | £ 918.00 |
| 292479453 | A J Groom & Son Ltd | Sport & Leisure | Ground maintenance at pavilion in August | £ 154.00 | £ 770.00 | £ 924.00 |
| Sub total of standard bacs/cheques paid at end August | | | | £ 308.35 | £ 5,184.69 | £ 5,493.04 |

Expenditure from Unity approved for payment on 7 September 2017

| Trans Ref/Chq No | Beneficiary | Cost Centre | Description | VAT | Net | Gross |
|--|------------------------------------|-----------------------|--|-------------------|-------------------|-------------------|
| 50717997 | R Haynes | Maintenance | Clean of 3 x bus shelters on 7 August 17 | | £ 40.00 | £ 40.00 |
| 107611988 | D Rollins | Youth Café | Aug youth café invoice (payments split over 12 months) | | £ 416.66 | £ 416.66 |
| 896722608 | Staples | Administration | Toner for laser printer and stationery | £ 59.45 | £ 297.25 | £ 356.70 |
| 704025710 | ACS Plumbing & Heating | Pavilion | Re-affix sink to away changing room wall at pavilion | £ 28.00 | £ 140.00 | £ 168.00 |
| 552165543 | Pitstone Recreation Ground Charity | 2101 creditor account | Transfer of VAT reclaimed on behalf of Recreation Ground Charity | £ 777.00 | | |
| 238273379 | A J Groom | Sport & Leisure | Ground maintenance at pavilion in August | £ 149.60 | £ 748.00 | £ 897.60 |
| 674045636 | Lamps & Tubes | Street Lighting | Repair of street lights + structural test | £ 70.50 | £ 352.52 | £ 423.03 |
| Sub total of standard bacs/cheques for payment 7/9/17 | | | | £ 1,084.55 | £ 1,994.43 | £ 2,301.99 |

Grants & donations approved on 7 September 2017 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 on agenda for approval | | | | | | |
| Sub total of grants and donations | | | | £ - | £ - | £ - |

Direct debits noted at 7 September 2017 meeting

| | | | | | | |
|---|-------------------------|------------------|---|-------------------|-------------------|-------------------|
| dd | CNG | Sports & Leisure | Gas at pavilion during July | £ 0.18 | £ 3.67 | £ 3.85 |
| dd | Sage UK | Administration | Accounting and payroll software subscription (1/8/17) | £ 3.40 | £ 17.00 | £ 20.40 |
| Still £470.71 in credit. Cllr D Frearson/K Ginda checking unmetered supply certificate as believe may still be savings not showing. | | | | | | |
| dd | Opus | Lighting | | £ - | £ - | £ - |
| dd | Lloyds Bank Credit Card | Various | monthly fee £3, £1.65 ties for goal nets & £1.50 no smoking sign for bus shelter | £ 0.25 | £ 5.90 | £ 6.15 |
| dd | Opus | Sports & Leisure | Electricity at pavilion 30 June to 30 July 2017 | £ 1.18 | £ 23.53 | £ 24.71 |
| dd | Anglian Water | Allotments | Water 1/6-15/8/17 | £ - | £ 202.68 | £ 202.68 |
| dd | Sage UK | Administration | Accounting and payroll software subscription (1/9/17) | £ 3.40 | £ 17.00 | £ 20.40 |
| dd | Anglian Water | Sports & Leisure | Water at pavilion 31/5-31/8-17 - rebate for sewerage abatement to follow | £ - | £ 64.53 | £ 64.53 |
| dd | Lloyds Bank Credit Card | Various | monthly fee £3, £37.06 BALC training Cllr Frearson, £11.94 nylon hammer re tree surveys | £ 1.99 | £ 50.01 | £ 52.00 |
| Sub total of direct debits | | | | £ 10.40 | £ 384.32 | £ 394.72 |
| TOTAL OUTGOINGS | | | | £ 1,403.30 | £ 7,563.44 | £ 8,189.75 |

Insurance amendments

None required this month

Inter-account transfers approved at 7 September 2017 meeting

None required at present

£ 1,591.28

Receipts received to 31 July 2017, paid into a NatWest account

| | | | | VAT | Net | Gross |
|------|---------|-----------|---------------------------------|------------|---------------|---------------|
| bacs | NatWest | Financial | Bank Interest - S106 account | | £ 0.10 | £ 0.10 |
| bacs | NatWest | Financial | Bank Interest - reserve account | | £ 0.70 | £ 0.70 |
| | | | | £ - | £ 0.80 | £ 0.80 |

Receipts received to 7 September 2017, paid into Unity account

| Paving in reference | Company | Cost Centre | Description | VAT | Net | Gross |
|---------------------|----------------------|-----------------------|--|--------|------------|------------|
| dd | PJC Driver Training | Sports & Leisure | Hire of car park by driving school in June | | £ 40.00 | £ 40.00 |
| dd | PJC Driver Training | Sports & Leisure | Hire of car park by driving school in July | | £ 40.00 | £ 40.00 |
| bacs | BCC LAF | Capital project costs | Refund against cost of Stage 1 Road Safety Audit for Pitstone & Ivinghoe Safety Scheme | | £ 1,973.34 | £ 1,973.34 |
| bacs | Marsworth Pre-School | PPP | Advertising PPP issue 112 - VAT reconciled 1/4/17-30/6/17 | £ 4.08 | £ 20.42 | £ 24.50 |

| | | | | | | | | | |
|------------------------|--------------------------|------------------|--|---|----------|---|----------|---|----------|
| bacs | P&UFC | Sports & Leisure | Payment in advance for pre-season friendlies x 2, and August matches x 4 | £ | 42.00 | £ | 252.00 | £ | 302.40 |
| slip 000144 | PIE | Sports & Leisure | Open space/pavilion application fee | | | £ | 50.00 | £ | 50.00 |
| bacs | HMRC | VAT | Quarterly VAT return | £ | 2,884.63 | £ | | £ | 2,884.63 |
| bacs | Waterside Café | PPP | PPP 113 | £ | 4.08 | £ | 20.42 | £ | 24.50 |
| bacs | Tyre Changers | PPP | PPP 113 | £ | 2.33 | £ | 11.67 | £ | 14.00 |
| bacs | Footworks | PPP | PPP 113-116 | £ | 8.87 | £ | 44.35 | £ | 53.22 |
| bacs | Piano Lessons | PPP | PPP 113 | £ | 2.33 | £ | 11.67 | £ | 14.00 |
| bacs | CMC Golf | PPP | PPP 113 | £ | 4.08 | £ | 20.42 | £ | 24.50 |
| bacs | Grove Farm Pick your Own | PPP | PPP 113 | £ | 4.08 | £ | 20.42 | £ | 24.50 |
| bacs | Your Own Home Care | PPP | PPP 113 | £ | 8.08 | £ | 40.42 | £ | 48.50 |
| dd | PJC Driver Training | Sports & Leisure | Hire of car park by driving school in August | | | £ | 40.00 | £ | 40.00 |
| bacs | National Trust | Pitstone Hill | Compensation payment for loss of rag pit, 2 x £200 | | | £ | 400.00 | £ | 400.00 |
| bacs | Dog Runner | PPP | PPP 113 | £ | 2.33 | £ | 11.67 | £ | 14.00 |
| bacs | ADM | PPP | PPP 113 | £ | 2.33 | £ | 11.67 | £ | 14.00 |
| bacs | Travel Impressions | PPP | PPP 113 | £ | 4.08 | £ | 20.42 | £ | 24.50 |
| bacs | P&UFC | Sports & Leisure | Estimated 3 x matches for September | £ | 25.20 | £ | 126.00 | £ | 151.20 |
| | | | | £ | 2,994.42 | £ | 1,081.13 | £ | 4,083.95 |
| TOTAL INCOMINGS | | | | £ | 2,994.42 | £ | 1,081.93 | £ | 4,084.75 |

Debtors Summary/Overdue Invoices/Income Pending: (reminders issued where applicable)

| Date of Invoice | Name | Cost Centre | Invoice/Description | VAT | Net | Gross |
|-----------------------------|--------------------------|------------------|---|-----|-------|----------|
| | | | Hire of pavilion car park 22-24/6/17 for family event - VAT reconciled 1/4/17-30/6/17 (on bacs run for 15/9/17) | £ | 20.00 | £ 100.00 |
| 28/6/17 | Safran | Sports & Leisure | | £ | 2.33 | £ 11.67 |
| 18/8/17 | Barry Cato Motor Repairs | PPP | PPP 113 | £ | 8.08 | £ 40.42 |
| 18/8/17 | Tring Market Auctions | PPP | PPP 113 | £ | 4.08 | £ 20.42 |
| 18/8/17 | Marsworth Pre School | PPP | PPP 113 | £ | 4.08 | £ 20.42 |
| 18/8/17 | Ashbys | PPP | PPP 113 | £ | 4.08 | £ 20.42 |
| 18/8/17 | Beacon View Windows | PPP | PPP 113 | £ | 8.08 | £ 40.42 |
| 18/8/17 | Mirarmar Design | PPP | PPP 113 | £ | 4.08 | £ 20.42 |
| 18/8/17 | Tring Showstoppers | PPP | PPP 113 | £ | 2.33 | £ 11.67 |
| 18/8/17 | Greensleeves | PPP | PPP 113 | £ | 5.00 | £ 25.00 |
| 18/8/17 | windmill pharmacy | PPP | PPP 113 | £ | 5.00 | £ 25.00 |
| 18/8/17 | Small Paws | PPP | PPP 113 | £ | 2.33 | £ 11.67 |
| 18/8/17 | 61 FC (Luton) | Sports & Leisure | Reimbursement of ACS invoice re damage caused during their match | £ | 28.00 | £ 140.00 |
| TOTAL INCOME PENDING | | | | £ | 93.39 | £ 467.11 |

Summary of those in credit: None

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

| | | | | |
|-------------------|---------------------------------|---|---|----------|
| J Leonard Limited | Sport & Leisure | Installation of playground gate (funded via S106 maintenance funds) | £ | 200.00 |
| J Leonard Limited | Sport & Leisure | Replacement playground bin padlocks | £ | tbc |
| R Weber | PPP | PPP event costs | £ | 100.00 |
| J Leonard Limited | Devolved Services | Siding out section of Old Farm footpath | £ | 250.00 |
| J Leonard Limited | Repair & Maintenance | Replace gate/fence posts on recreation ground fence | £ | 200.00 |
| J Leonard Limited | Sport & Leisure | Replace pavilion roof tiles & vandalised fence panels | £ | tbc |
| J Leonard Limited | Sport & Leisure | Replace broken section of guttering from pavilion roof | £ | tbc |
| M K Surveys | Capital project - pavilion site | Survey of existing pavilion building | £ | 825.00 |
| J Leonard Limited | Sport & Leisure | Guttering repairs at pavilion | £ | tbc |
| Ebay | Sport & Leisure | Replacement sink plug at pavilion | £ | 2.95 |
| | | | £ | 1,577.95 |

Amounts not yet due to the parish council:

| Description | Cost Centre | Name | Amount |
|---------------------------|-----------------|---|-------------|
| Devolved Services 2018-19 | Agency Services | Payment due 1/4/18 | £ 3,422.87 |
| Precept | Financial | Second half precept last week Sept 2017 | £ 45,300.00 |

Bank Reconciliation & S106 Summary: See separate document

Budget Monitor: See separate document.

Summary of Parish Charity Transactions: None

Summary of Recreation Ground Charity Transactions: None