

**PITSTONE PARISH COUNCIL
DECEMBER 2017 FINANCIAL SUMMARY**

Expenditure from Unity approved electronically on 28 December 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	£ 8.44	£ 2,380.33	£ 2,388.77
176088689	Staples UK Limited	Administration	Stationery	£ 7.63	£ 38.14	£ 45.77
77340309	A J Groom & Son Ltd	Sports & leisure	Pavilion ground maintenance Nov	£ 107.00	£ 535.00	£ 642.00
521521789	Pitstone Memorial Hall	Administration	Room hire in November, annual fee for use of wheelie bins, minus £1 rental due to PPC		£ 307.00	£ 307.00
54803950	K L Supplies Ltd	Sports & leisure	Toilet cleaner for pavilion	£ 3.04	£ 15.20	£ 18.24
239515193	J Leonard Limited	Devolved Services	Siding out Cheddington Rd/Cooks Wharf		£ 165.00	£ 165.00
782211208	Alpha Fence	Pavilion redevelopment	50% invoice to cover materials purchased. £3,895.50 funded by S106 release. £5,686.50 funded by			
99921999	R Haynes	Maintenance	Football Foundation grant. £1,791 funded by PPC.	£ 2,274.60	£ 11,373.00	£ 13,647.60
470970572	J Leonard Limited	Devolved Services	Cleaning of bus shelter windows 18-12-17		£ 45.00	£ 45.00
991717130	J Leonard Limited	Sport & Leisure	Siding out Green Lane		£ 490.00	£ 490.00
716753752	Lamps & Tubes Illuminations	Street Lighting	Repairs to pavilion fences		£ 55.00	£ 55.00
100533239	Lamps & Tubes Illuminations	Street Lighting	Check column & existing lights. Then Supply & install replacement Christmas lights.	£ 325.00	£ 1,625.00	£ 1,950.00
510632381	D Nicholls	Grants & donations	Repair of various street lights	£ 92.09	£ 460.43	£ 552.52
768683638	David Rollins	Youth Café	Refund of Telephony equipment for Community Car Scheme	£ 12.16	£ 60.82	£ 72.98
972992993	David Rollins	Youth Café	Management services for November		£ 342.16	£ 342.16
			Management services for December		£ 414.56	£ 414.56
Sub total of standard bacs/cheques				£ 2,829.96	£ 18,306.64	£ 21,136.60

Grants & donations approved on 4 January 2018 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 currently tabled						
Sub total of grants and donations				£ -	£ -	£ -

Direct debits noted at 4 January 2018 meeting

dd	CNG	Sports & Leisure	Gas at pavilion during November	£ 0.57	£ 11.44	£ 12.01
dd	Opus	Lighting	New charge for 25/4-13/12/17 to resolve unmetered billing issues	£ 25.35	£ 507.00	£ 532.35
dd	Opus	Sports & Leisure	Electricity at pavilion 31 October 2017 to 29 November 2017	£ 2.48	£ 49.52	£ 52.00
dd	Sage	Administration	Accounting and payroll software subscription for December	£ 3.40	£ 17.00	£ 20.40
dd	Lloyds Bank	Administration	Monthly credit card fee (end November)		£ 3.00	£ 3.00
dd	Wave (Anglian Water Business)	Sports & Leisure	Water at pavilion (now recalculated to include sewerage abatement)		£ 603.43	£ 603.43
dd	Wave (Anglian Water Business)	Sports & Leisure	Water at allotments		£ 139.39	£ 139.39
dd	Sage	Administration	Accounting and payroll software subscription for January	£ 4.00	£ 20.00	£ 24.00
dd	Lloyds Bank	Administration	CCTV signs & motion lights for recreation ground, no smoking sign for bus shelter, replacement padlock for pavilion and monthly fee	£ 9.17	£ 78.97	£ 88.14
Sub total of direct debits				£ 44.97	£ 1,429.75	£ 1,474.72
TOTAL OUTGOINGS				£ 2,874.93	£ 19,736.39	£ 22,611.32

Insurance amendments

None required this month

Inter-account transfers approved at 4 January 2018 meeting

None required at present

£ 1,591.28

Receipts received to 30 November 2017, paid into a NatWest account

				VAT	Net	Gross
bacs	NatWest	Financial	Bank Interest - S106 account		£ 0.41	£ 0.41
bacs	NatWest	Financial	Bank Interest - reserve account		£ 2.85	£ 2.85
				£ -	£ 3.26	£ 3.26

Receipts received to 4 January 2018, paid into Unity account

Paving in reference	Company	Cost Centre	Description	VAT	Net	Gross
dd	PJC Driving School	Sports & Leisure	Hire of car park space for driving tuition in November		£ 40.00	£ 40.00
slip 000150	Tring Market Auctions	PPP	Advertising Issue 114	£ 8.08	£ 40.42	£ 48.50
slip 000150	Barry Cato Motor Repairs	PPP	Advertising Issue 114	£ 2.33	£ 11.67	£ 14.00
00-108134-1-4785697-1	Piano Lessons	PPP	Advertising Issue 114	£ 2.33	£ 11.67	£ 14.00

slip 000150	P&IJFC	Sports & Leisure	September pitch hire	£	129.00	£	645.00	£	774.00
slip 000150	P&IJFC	Sports & Leisure	October pitch hire	£	87.20	£	436.00	£	523.00
bacs	P&IJFC	Sports & Leisure	Pitch hire in December x 3, extra match in Nov x 1, minus 2 x training sessions not used in Oct	£	20.80	£	104.00	£	124.80
bacs	ADM	PPP	Advertising Issue 114	£	2.33	£	11.67	£	14.00
bacs	Tyre Changers	PPP	Advertising Issue 114	£	2.33	£	11.67	£	14.00
bacs	Miramar	PPP	Advertising Issue 114	£	4.08	£	20.42	£	24.50
25/9/17	61 FC (Luton)	Sports & Leisure	Reimbursement of ACS invoice re damage caused during their match. 61FC advised insufficient funds. Final installment. (VAT reconciled Q2)	£	9.33	£	46.67	£	56.00
bacs	Greensleeves	PPP	Advertising Issue 114	£	5.00	£	25.00	£	30.00
bacs	P&IJFC	Sports & Leisure	January hire	£	16.80	£	84.00	£	100.80
bacs	P&IJFC	Sports & Leisure	November and December hire	£	110.00	£	550.00	£	660.00
bacs	Ashbys	PPP	Advertising Issue 114	£	4.08	£	20.42	£	24.50
				£	403.69	£	2,058.61	£	2,462.10
TOTAL INCOMINGS				£	403.69	£	2,061.87	£	2,465.36

Debtors Summary/Overdue Invoices/Income Pending:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
21/11/17	Beacon View Windows	PPP	Advertising Issue 114 - chased 3-1-18	£	8.08	£ 40.42
21/11/17	Tring Showstoppers	PPP	Advertising Issue 114 - chased 3-1-18	£	2.33	£ 11.67
21/11/17	Your Own Home Care	PPP	Advertising Issue 114 - chased 3-1-18	£	8.08	£ 40.42
21/11/17	CuriosITEA Rooms	PPP	Advertising Issue 114 - chased 3-1-18	£	10.00	£ 50.00
21/11/17	Roos Property Maintenance	PPP	Advertising in issues 114-117 - chased 3-1-18	£	30.72	£ 153.60
21/11/17	P E Mead	PPP	Advertising in issues 114-117 - chased 3-1-18	£	8.87	£ 44.35
21/11/17	Safe and Sound	PPP	Advertising Issue 114 - chased 3-1-18	£	8.08	£ 40.42
tbc	Wave/Anglian Water Business	Sports & Leisure	Compensation for delay in handling complaint			£ 20.00
TOTAL INCOME PENDING				£	1,287.23	£ 6,583.23
				£		£ 7,869.86

Summary of those in credit:

None

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

AVDC	Sport & Leisure	2 x Play around Parish sessions for August 2018 (to be invoiced spring 2018)	£	680.00
R Porter	Sport & Leisure	Various hedge cutting (price an estimate) (approval min ref 175/17)	£	750.00
Roderick Wilson Tree Surgery Limited	Open Space	Crown reduction to oak tree (village green/recreation ground managed under PPC open space policy)	£	850.00
Patrick Stileman	Open Space	Tree risk assessment (eta Jan 2018)	£	850.00
AlphaFence	Redevelopment of pavilion	Fencing and ball stop netting at pavilion (part grant & s106 funded) (eta Dec) (50% invoiced, 50% outstanding)	£	11,373.00
Agripower	Redevelopment of pavilion	Pitch extension (part grant & S106 funded) (eta post Easter/April 2018)	£	5,405.50
Woods Hardwick	Redevelopment of pavilion	Architectural services	£	9,625.00
Buckinghamshire Playing Fields Ass	Administration	Annual membership (renewal date moved to 1/4/18. approved min ref 177/17)	£	20.00
Lamps & Tubes Illuminations	Street Lighting	LED upgrade for Queen Street and The Crescent	£	3,262.25
Sports Direct	Youth Café	Replacement folding snooker table	£	140.00
D Rollins	Youth Café	Replacement sack barrow wheel	tbc	
Abode Solutions	Maintenance	Renovation of notice board by Delicious Meals	£	145.00
Horwood & James	Administration	Legal fees for Recreation Ground Charity lease to Memorial Hall Charity	£	700.00
				£ 33,800.75

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
Croudace	Sports & Leisure	Quarterly donation re sign, next installment due February 2018	£ 275.00
AVDC	Precept	Payable in 2 installments	£ 95,010.00

Bank Reconciliation & S106 Summary:

See separate document

Budget Monitor:

See separate document.

Summary of Parish Charity Transactions:

None

Summary of Recreation Ground Charity Transactions:

Invoice to P&IJFC re match on 5/11/17 - £30.00 - issued 18/12/17