

**PITSTONE PARISH COUNCIL  
OCTOBER 2017 FINANCIAL SUMMARY**

**Expenditure from Unity approved electronically on 23 October 2017 for payment on 26 October 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	£ -	£ 3,243.86	£ 3,243.86
947615110	R Haynes	Maintenance	Cleaning of 3 x bus shelters on 9 October 17	£	£ 45.00	£ 45.00
137398757	Dave Rollins	Youth Café	September Youth Café	£	£ 387.46	£ 387.46
193261540	Pitstone Memorial Hall	Administration	Room hire in September	£	£ 171.00	£ 171.00
73648720	A J Groom & Son Ltd	Sports & leisure	Quarterly charge re recreation ground maintenance 1/7-30/9/17 resolved to manage under PPC open space program	£ 160.00	£ 800.00	£ 960.00
460951893	A J Groom & Son Ltd	Sports & leisure	Pavilion ground maintenance Sept	£ 157.00	£ 785.00	£ 942.00
375870535	J Leonard Limited	Devolved Services	Grass cutting of verges no. 6	£	£ 500.00	£ 500.00
454574536	J Leonard Limited	Devolved Services	Footpath strimming no. 2	£	£ 169.40	£ 169.40
481128707	Mrs R I Weber	PPP	Volunteer event expenses (max budget £100)	£ 6.51	£ 32.48	£ 38.99
<b>Sub total of standard bacs/cheques</b>				<b>£ 323.51</b>	<b>£ 6,134.20</b>	<b>£ 6,457.71</b>

**Expenditure from Unity approved 2 November 2017**

Trans Ref/Chq No	Beneficiary	Cost Centre	Description	VAT	Net	Gross
238991015	CommuniCorp	Administration	Subscription to Local Councils Update for 2018 - if resolve to renew		£ 75.00	£ 75.00
270824587	Chiltern Society	Administration	Annual membership - if resolve to renew		£ 30.00	£ 30.00
381366675	Staples	Administration	Stationery and toner	£ 78.69	£ 393.46	£ 472.15
478123661	Almar (Tring) Ltd	PPP	Printing of November edition	£ -	£ 960.00	£ 960.00
552605460	J Leonard Limited	Sports & Leisure	Replace one roof tile on pavilion	£ -	£ 15.00	£ 15.00
283416606	J Leonard Limited	Devolved Services	Grass cutting, final cut	£ -	£ 500.00	£ 500.00
<b>Sub total of standard bacs/cheques</b>				<b>£ 78.69</b>	<b>£ 1,973.46</b>	<b>£ 2,052.15</b>

**Grants & donations approved on 2 November 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 currently tabled						
<b>Sub total of grants and donations</b>				<b>£ -</b>	<b>£ -</b>	<b>£ -</b>

**Direct debits noted at 2 November 2017 meeting**

dd	CNG	Sports & Leisure	Gas at pavilion during September	£ 0.44	£ 8.88	£ 9.32
dd	Opus	Lighting	Now showing £626.39 credit. Cllr D Frearson/K Ginda checking unmetered supply certificate as believe may still be savings not showing.	£ -	£ -	£ -
dd	Opus	Sports & Leisure	Electricity at pavilion 31 August 2017 to 29 September 2017	£ 1.59	£ 31.77	£ 33.36
dd	Sage	Administration	Accounting and payroll software subscription for October	£ 3.40	£ 17.00	£ 20.40
dd	Anglian Water	Sports & Leisure	Pavilion water 4/2-31/8/17 adjusted based on actual meter reading - NB sewerage abatement still pending		£ 1,968.87	£ 1,968.87
Credit Card dd	HiVizWorkwear	Employment	PPE trousers and jacket	£ 6.97	£ 34.85	£ 41.82
Credit Card dd	Plumbing Bits	Sport & Leisure	Replacement sink plug at pavilion	£ 0.49	£ 2.46	£ 2.95
Credit Card dd	Lloyds Bank	Finance	Monthly fee (9/10/17)	£	£ 3.00	£ 3.00
Credit Card dd	Lloyds Bank	Finance	Monthly fee (9/11/17)	£	£ 3.00	£ 3.00
<b>Sub total of direct debits</b>				<b>£ 12.89</b>	<b>£ 2,069.83</b>	<b>£ 2,082.72</b>
<b>TOTAL OUTGOINGS</b>				<b>£ 415.09</b>	<b>£ 10,177.49</b>	<b>£ 10,592.58</b>

**Insurance amendments**

None required this month

**Inter-account transfers approved at 2 November 2017 meeting**

None required at present

£ 1,591.28

**Receipts received to 30 September 2017, paid into a NatWest account**

VAT Net Gross

bacs	NatWest	Financial	Bank Interest - S106 account	£	0.09	£	0.09		
bacs	NatWest	Financial	Bank Interest - reserve account	£	0.66	£	0.66		
bacs	Safran	Sports & Leisure	Hire of pavilion car park 22-24/6/17 for family event - VAT reconciled 1/4/17-30/6/17	£	20.00	£	100.00	£	120.00
				<b>£</b>	<b>20.00</b>	<b>£</b>	<b>100.75</b>	<b>£</b>	<b>120.75</b>

**Receipts received to 31 October 2017, paid into Unity account**

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
bacs	Tring Showstoppers	PPP	PPP 113	£ 2.33	£ 11.67	£ 14.00
bacs	Small Paws	PPP	PPP 113	£ 2.33	£ 11.67	£ 14.00
bacs	P&IUF	Sports & Leisure	Oct match x 1, sept training x 1, oct training x 4	£ 40.40	£ 202.00	£ 242.40
bacs	Pitstone & Ivinghoe Entertainments	Sports & Leisure	Event hire costs re bonfire & fireworks (final payment)	£	£ 137.50	£ 137.50
bacs	HMRC	VAT	Quarterly VAT return	£ 1,359.46	£ -	£ -
bacs	P&IUF	Sports & Leisure	1 x match November. No training. Due 31/10/17	£ 8.40	£ 42.00	£ 50.40
23/10/17	61 FC (Luton)	Sports & Leisure	Reimbursement of ACS invoice re damage caused during their match. 61FC advised insufficient funds. 1st instalment banked. 2 further pre-dated cheques received. (VAT reconciled Q2)	£ 9.33	£ 46.67	£ 56.00
27/10/17	P&IUF	Sports & Leisure	July and August pitch hire (issued reminder 16/10/17) (VAT reconciled Q2)	£ 45.40	£ 227.00	£ 272.40
				<b>£ 1,467.65</b>	<b>£ 678.51</b>	<b>£ 786.70</b>
<b>TOTAL INCOMINGS</b>				<b>£ 1,487.65</b>	<b>£ 779.26</b>	<b>£ 907.45</b>

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

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
25/9/17	61 FC (Luton)	Sports & Leisure	Reimbursement of ACS invoice re damage caused during their match. 61FC advised insufficient funds. 2 pre-dated cheques received. (VAT reconciled Q2)	£ 9.67	£ 93.33	£ 112.00
16/10/17	P&IUF	Sports & Leisure	September pitch hire	£ 157.80	£ 789.00	£ 946.80
n/a	Anglian Water	Sports & Leisure	Sewerage abatement		tbc	tbc
<b>TOTAL INCOME PENDING</b>				<b>£ 4,630.42</b>	<b>£ 3,219.36</b>	<b>£ 3,780.40</b>

**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
Buckinghamshire Playing Fields Ass	Administration	Annual membership (renewal date moved to 1/4/18. approved min ref 177/17)	£ 20.00
			<b>£ 1,450.00</b>

**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 November	£ 275.00

**Bank Reconciliation & S106 Summary:** See separate document

**Budget Monitor:** See separate document.

**Summary of Parish Charity Transactions:** None

**Summary of Recreation Ground Charity Transactions:** Service Charge £18.00 collected 30/9/17. Invoice issued to P&ICU £60.00 Sept matches.