

**PITSTONE PARISH COUNCIL
JANUARY 2019 FINANCIAL SUMMARY**

Expenditure from Unity to 31 January 2019

| Trans Ref/Chq No | Code | Beneficiary | Cost Centre | Description | VAT | Net | Gross |
|---|-----------|----------------------------------|----------------------------|---|-----------------|-------------------|-------------------|
| Various | E319-E322 | Various | Employment | Confidential salary/wage payments, plus HMRC PAYE & NI and NEST | | £ 2,561.03 | £ 2,561.03 |
| 366226210 | E310 | David Rollins | Youth Café | December youth café | | £ 276.36 | £ 276.36 |
| 207714625 | E311 | Reg Porter | Agency/S106/Open space | Grass cutting in 2018 Pitstone Hill, Local Green Space, Castlemead play areas, recreation ground | £ 464.00 | £ 2,320.00 | £ 2,784.00 |
| 615846477 | E312 | Reg Porter | S106/open space/allotments | hedge cutting in 2018 at pavilion, allotments, windsor rd playground, Local Green Space & recreation ground | £ 106.00 | £ 530.00 | £ 636.00 |
| 653859307 | E314 | John Groom (Grounds Maintenance) | Sports & Leisure | December groundkeeping at pavilion | | £ 300.00 | £ 300.00 |
| 995804905 | E316 | R Haynes | Maintenance | 4 x Bus shelter cleaning on 20/1/19 | | £ 60.00 | £ 60.00 |
| auto | E298 | Unity Trust Bank | Administration | manual credit handling charge | | £ 0.90 | £ 0.90 |
| auto | E299 | Unity Trust Bank | Administration | service charge | | £ 35.55 | £ 35.55 |
| 325502126 | E323 | Almar (Tring) Ltd | PPP | Printing of January edition | | £ 855.00 | £ 855.00 |
| 264229793 | E324 | Staples | Administration | Stationery | £ 6.43 | £ 32.14 | £ 38.57 |
| Sub total of standard bacs/cheques | | | | | £ 576.43 | £ 6,970.98 | £ 7,547.41 |

Grants & donations from Unity on 31 January 2019

| 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 |
|--|--|--------------------|---|------------|-------------------|-------------------|
| tbc w/c 1/4/19 | Pitstone & Ivinghoe Entertainments | Grants & Donations | Donation towards Summer Festival & Fireworks. Approved 31/1/19. Payable 1/4/19. | £ - | £ 2,000.00 | £ 2,000.00 |
| Sub total of grants and donations | | | | £ - | £ 2,000.00 | £ 2,000.00 |

Direct debits noted at 31 January 2019 meeting

| | | | | | | | |
|-----------------------------------|------|---------------------|------------------|---|-----------------|-------------------|--------------------|
| dd | E315 | CNG | Sports & Leisure | Gas at pavilion to 31/12/18 | £ 0.62 | £ 12.37 | £ 12.99 |
| dd | E240 | Eon | Lighting | Unmetered electricity 1-31/12/18 | £ 64.02 | £ 320.09 | £ 384.11 |
| dd | E313 | Eon | Lighting | Refund to unmetered electricity account for December re LED rollout. Held on account, not refunded to PPC | £ 2.98 | £ 14.89 | £ 17.87 |
| c/card dd | E300 | Sipgate/Lloyds Bank | Administration | Monthly telephony package | | £ 10.00 | £ 10.00 |
| c/card dd | E301 | BMKALC | Administration | Chairmanship Skills Training for Cllr Frearson on 26/2/19 | £ - | £ 38.32 | £ 38.32 |
| c/card dd | E302 | Lloyds Bank | Administration | Monthly fee | £ - | £ 3.00 | £ 3.00 |
| dd | E308 | Opus | Sports & Leisure | Elec at pavilion 29/11/18-30/12/18 | £ 2.36 | £ 47.28 | £ 49.64 |
| Sub total of direct debits | | | | | £ 69.98 | £ 445.95 | £ 515.93 |
| TOTAL OUTGOINGS | | | | | £ 646.41 | £ 9,416.93 | £ 10,063.34 |

Insurance amendments Bus shelter added to our insurance schedule as previously resolved.
Added new youth café equipment (£1,211.08)

Inter-account transfers None required

Receipts received to 31 December 2018, paid into a NatWest account

| | | | | VAT | Net | Gross |
|------|---------|-----------|---------------------------------|------------|----------------|----------------|
| bacs | NatWest | Financial | Bank Interest - S106 account | | £ 1.35 | £ 1.35 |
| bacs | NatWest | Financial | Bank Interest - reserve account | | £ 14.51 | £ 14.51 |
| | | | | £ - | £ 15.86 | £ 15.86 |

Receipts received to 31 January 2019, paid into Unity account

| Paying in reference | Company | Cost Centre | Description | VAT | Net | Gross |
|---------------------|-------------------------------|-----------------|-----------------------------|------------|----------|----------|
| bacs | P&IJFC | Sport & Leisure | Pitch hire in January 2019 | £ 17.67 | £ 88.34 | £ 106.01 |
| bacs | Ashby's Chartered Accountants | PPP | Advertising issue 118 | £ 4.50 | £ 22.50 | £ 27.00 |
| slip 000179 | Tring Market Auctions | PPP | Advertising issue 118 | £ 9.00 | £ 45.00 | £ 54.00 |
| bacs | P&IJFC | Sport & Leisure | Pitch hire in December 2018 | £ 40.75 | £ 203.73 | £ 244.48 |
| bacs | HP International Sarl | Admin | Cashback promotion | £ 12.50 | £ 62.50 | £ 75.00 |
| bacs | HMRC | VAT | Q3 VAT Return | £ 2,480.27 | | |

| | | | | | | | |
|------------------------|----------------|---------------|--|------------------|----------------|----------------|--------|
| bacs | National Trust | Pitstone Hill | Compensation payment (2 of 2 per annum) re loss of rag pit | £ | 200.00 | £ | 200.00 |
| | | | | £2,564.69 | £622.07 | £706.49 | |
| TOTAL INCOMINGS | | | | £2,564.69 | £637.93 | £722.35 | |

Debtors Summary/Overdue Invoices/Income Pending:

| Date of Invoice | Name | Cost Centre | Invoice/Description | VAT | Net | Gross |
|-----------------------------|------------------------------|-----------------|---|---------------|----------------|----------------|
| 21/11/2018 | Roos | PPP | PPP advertising. Overdue. Invoice re-issued to reflect just the one advert already printed (and remove other 3 adverts & 10% pre-payment discount) plus advertising suspended until account up-to-date. | £ | 8.08 | £ 40.42 |
| 21/11/2018 | Streamline Paving & Builders | PPP | Advertising issue 118. New advertiser. 4 reminders issued. No payment received. Advertising suspended. | £ | 4.50 | £ 22.50 |
| 02/01/2019 | P&IUC | Sport & Leisure | Pitch hire in February 2019 | £ | 17.67 | £ 88.34 |
| TOTAL INCOME PENDING | | | | £30.25 | £151.26 | £181.51 |

Summary of those in credit:

| | | | | |
|-----------------------------|-----------------|-------------------|---|--------|
| A J Groom & Son (Farm Shop) | PPP | Credit on account | £ | 26.78 |
| P&IJFC | Sport & Leisure | Credit on account | £ | 120.68 |

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

| | | | | |
|---------------------------------|-----------------------------------|--|---|--------------------|
| Woods Hardwick | Redevelopment of pavilion/S106 | Architectural services | £ | 3,850.00 |
| A J Groom Limited | Open Space | Maintenance of the recreation ground April 2018-March 2019, £850 per quarter | £ | 850.00 |
| Community Impact Bucks | Administration | 10 x DBS checks for community car volunteers | £ | 150.00 |
| J Leonard Limited | Devolved Services | Grass cutting and siding out etc, anticipated cost over year | £ | 169.88 |
| BCC | Pitstone & Ivinghoe Safety Scheme | PID re Feasibility / Project Design (£18,824.46 minus £7,535.50 funding from LAF = £11,288.96) (to be invoiced March 2019) | £ | 11,288.96 |
| David Rollins | Youth Café | Management fee August 2018-July 2019 | £ | 2,916.62 |
| J Leonard Limited | Maintenance | Installation of second silent soldier silhouette | £ | 25.00 |
| AVDC | Open Space | 2 x play around parishes sessions for Summer 2019 (to be invoiced April 2019) | £ | 700.00 |
| Lamps & Tubes Illuminations Ltd | Lighting | Test & install Christmas illuminations, then remove post season & store | £ | 500.00 |
| Lamps & Tubes Illuminations Ltd | Lighting | 20 x sox bulbs | £ | 1,400.00 |
| Lamps & Tubes Illuminations Ltd | Lighting | January repairs x 6 | £ | 59.45 |
| C/Card Tesco | Administration | Annual volunteer event refreshments (January 2019) | £ | 35.70 |
| C/Card Tring Brewery | Administration | Annual volunteer event refreshments (January 2019) | £ | 10.39 |
| C/Card Metcalfe & Sons | Administration | Annual volunteer event refreshments (January 2019) | £ | 31.00 |
| c/card Magnolia | Employment | Flowers for departing PPP Editor | £ | 274.98 |
| c/card Currys | Grant expenditure | PS4 with Fifa plus controller | £ | 274.98 |
| c/card Currys | Grant expenditure | PS4 with Fifa plus controller | £ | 30.54 |
| c/card Amazon | Grant expenditure | Frisbees | £ | 270.92 |
| c/card Argos | Grant expenditure | Basketballs, radio controlled cars, football goals | £ | 48.47 |
| c/card Sports Direct | Grant expenditure | Volleyballs & footballs | £ | 311.19 |
| c/card Amazon | Grant expenditure & PPC cont. | Nintendo Switch & Super Mario | £ | 39.54 |
| C/Card Baggery Group | Litter & Dog Fouling | 2 boxes strong black sacks for litter pickers | £ | 59.54 |
| C/Card Baggery Group | Litter & Dog Fouling | 4 boxes strong black sacks for litter pickers | £ | 59.54 |
| | | | | £ 23,297.16 |

Amounts not yet due to the parish council:

| Description | Cost Centre | Name | Amount |
|-------------|-------------|---|--------------|
| AVDC | Precept | 2019/20 precept | £ 123,500.00 |
| AVDC | S106 | See S106 summary on Bank Reconciliation for details of various provisions | |

Bank Reconciliation & S106 Summary:

See separate document

Budget Monitor & 3 year budget forecast:

See separate document.

Summary of Parish Charity Transactions:

Cheque raised for payment of hedge cutting invoice £156.00.

Summary of Recreation Ground Charity Transactions:

Horwood & James legal cost provision £700 yet to be incurred.