

**PITSTONE PARISH COUNCIL
JUNE 2018 FINANCIAL SUMMARY**

Expenditure from Unity approved 28 June 2018

Trans Ref/Cha No	Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	E86-92	Various	Employment	Confidential salary, wage and expense payments, plus HMRC PAYE & NI and NEST	£ 2.76	£ 4,960.18	£ 4,962.94
365667926	E65	Farawade	Sports & Leisure	Annual service of fire equipment at pavilion	£ 4.20	£ 21.00	£ 25.20
272049994	E67	Pitstone Memorial Hall	Administration	May room hire & set up/clear away/supply & serve refreshments at annual assembly	£ -	£ 174.75	£ 174.75
941266259	E68	(NB change to company name)	Sports & Leisure	Groundkeeping at pavilion in May inc renovation		£ 2,428.00	£ 2,428.00
93282363	E75	Staples UK	Administration	Stationery	£ 8.41	£ 42.06	£ 50.47
657182612	E77	J Leonard Limited	Miscellaneous	Roadside gutter clearance		£ 514.40	£ 514.40
932127173	E78	J Leonard Limited	Devolved Services	Verge side grass cutting 18/5/18		£ 500.00	£ 500.00
357012983	E79	J Leonard Limited	Devolved Services	Footpath strimming - 1st cut		£ 169.45	£ 169.45
772576353	E80	J Leonard Limited	leisure & s106	Removal of non-authorised road-side signage and adjusting playground gates		£ 75.00	£ 75.00
332493638	E81	J Leonard Limited	Sports & Leisure	Repair/replacement of pavilion roof tiles		£ 105.00	£ 105.00
461266447	E82	J Leonard Limited	Sports & Leisure	Recreation ground repairs to equipment		£ 105.00	£ 105.00
949035492	E83	J Leonard Limited	S106	Windsor Rd playground repairs		£ 30.00	£ 30.00
826748350	E84	IAC Audit & Consultancy	Administration	Annual internal audit in May 2018	£ 70.00	£ 350.00	£ 420.00
989332424	E93	Action4Youth	Youth Café	First Aid Training, Cflr Mitra		£ 50.00	£ 50.00
311970546	E94	R Haynes	Maintenance	Cleaning of 3 x bus shelters on 18/6/18		£ 45.00	£ 45.00
Sub total of standard bacs/cheques					£ 85.37	£ 9,569.84	£ 9,655.21

Grants & donations approved on 28 June 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 requested							
Sub total of grants and donations					£ -	£ -	£ -

Direct debits noted at 28 June 2018 meeting

dd	Eon	Lighting	Unmetered electricity 24/4/18-31/5/18 (first invoice)	£ 79.21	£ 396.07	£ 475.28	
dd	E85 Opus	Sports & Leisure	Electricity at pavilion 30/4/18-30/5/18	£ 2.65	£ 52.96	£ 55.61	
dd	E76 CNG	Sports & Leisure	Gas at pavilion to 31/5/18	£ 0.26	£ 5.21	£ 5.47	
c/card dd	E69 Lloyds Bank / Sipgate	Administration	Monthly telecommunications package. NB Reverse Charge mechanism VAT accounting as EU		£ 10.00	£ 10.00	
c/card dd	E70 Lloyds Bank / Amazon	Administration	Secure external hard drive for archiving	£ 11.33	£ 56.66	£ 67.99	
c/card dd	E71 Lloyds Bank / Amazon marketplace	Administration	No smoking signs for bus shelters		£ 3.47	£ 3.47	
c/card dd	E72 Lloyds Bank / Post Office	PPP and Guide	Postage of PPPs		£ 6.96	£ 6.96	
c/card dd	E73 1Password	Administration	Password retention software. Billed annually. NB Reverse Charge mechanism VAT accounting as outside EU		£ 31.89	£ 31.89	
c/card dd	E74 Lloyds Bank	Administration	Monthly fee		£ 3.00	£ 3.00	
dd	E66 Sage	Administration	Accounting and payroll software monthly fee	£ 4.00	£ 20.00	£ 24.00	
dd	E60 Wave/Anglian Water	Sports & Leisure	Water at allotments to 21/5/18	£ -	£ 115.75	£ 115.75	
Sub total of direct debits					£ 97.45	£ 701.97	£ 799.42
TOTAL OUTGOINGS					£ 182.82	£ 10,271.81	£ 10,454.63

Insurance amendments

None required

Inter-account transfers approved at June 2018 meeting

None (NB transfer from S106 to Unity still outstanding with NatWest)

£ -

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

				VAT	Net	Gross	
bacs	NatWest	Financial	Bank Interest - S106 account		£ 0.50	£ 0.50	
bacs	NatWest	Financial	Bank Interest - reserve account		£ 1.91	£ 1.91	
Sub total					£ -	£ 2.41	£ 2.41

Receipts received to 28 June 2018, paid into Unity account

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
dd	Driver Training	Sports & Leisure	Hire of car park area for driving lessons in May		£ 40.00	£ 40.00
bacs	Windmill Pharmacy	PPP	116	£ 5.42	£ 27.08	£ 32.50
bacs	Waterside Cafe	PPP	116	£ 4.50	£ 22.50	£ 27.00
bacs	Travel Impressions	PPP	116	£ 4.50	£ 22.50	£ 27.00
bacs	your own home care	PPP	116	£ 9.00	£ 45.00	£ 54.00
bacs	The Tyre Changers	PPP	116	£ 2.50	£ 12.50	£ 15.00
bacs	Football Foundation	Grant income	Grant G90567 final installment towards pitch extension		£ 2,703.00	£ 2,703.00
bacs	P&J JFC	Sports & Leisure	April hire	£ 97.60	£ 488.00	£ 585.60
bacs	Beacon View Windows	PPP	116	£ 9.00	£ 45.00	£ 54.00
bacs	Ivinhoe Turf Ltd	PPP	116, 117, 118 & 119	£ 9.50	£ 47.50	£ 57.00

bacs	Cheddington Pre-School	PPP	116, 117, 118 & 119	£17.10	£	85.50	£102.60
bacs	Ridgeways (FP) Ltd	PPP	116, 117, 118 & 119	£9.50	£	47.50	£57.00
bacs	Ashby's Chartered Accountants	PPP	116	£4.50	£	22.50	£27.00
bacs	Miramar Design	PPP	116	£4.50	£	22.50	£27.00
slip 000173	Tring Market Auctions	PPP	116	£9.00	£	45.00	£54.00
slip 000173	Barry Cato Motor Repairs	PPP	116	£2.50	£	12.50	£15.00
slip 000173	Mr Tillett	Allotments	Allotment rental	£	£	15.00	£15.00
bacs	The Dog Runner	PPP	116	£2.50	£	12.50	£15.00
bacs	Greensleeves	PPP	116	£5.42	£	27.08	£32.50
bacs	NM Counselling	PPP	116	£2.50	£	12.50	£15.00
				£199.54	£3,755.66	£3,955.20	
TOTAL INCOMINGS				£ 199.54	£ 3,758.07	£ 3,957.61	

Debtors Summary/Overdue Invoices/Income Pending:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross	
22/05/2018	Marsworth Pre-School	PPP	116 - overdue	£4.50	£	22.50	£27.00
22/05/2018	CMC Golf Europe Ltd	PPP	116 - overdue	£4.50	£	22.50	£27.00
22/05/2018	Tring Showstoppers (Performing Arts)	PPP	116 - overdue	£2.50	£	12.50	£15.00
22/05/2018	ADM Admin & Book-keeping	PPP	116 - overdue	£2.50	£	12.50	£15.00
22/05/2018	Martin J. Keable	PPP	116, 117, 118 & 119 - overdue	£9.50	£	47.50	£57.00
TOTAL INCOME PENDING				£ 433.00	£ 7,683.31	£ 8,116.31	

Summary of those in credit:

A J Groom & Son (Farm Shop)	PPP	Credit on account	£		£	26.78
P&IUC	Sports & Leisure	Credit note raised to reduce 21/4/18 hire from 'match' rate to 'training' rate re limited use of pavilion	£	2.00	£	10.00
					£	12.00

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

Woods Hardwick	Redevelopment of pavilion	Architectural services	£	9,625.00	
Horwood & James	Administration	Local fees for Recreation Ground Charity lease to Memorial Hall Charity	£	700.00	
A J Groom Limited	Open Space/Sport & Leisure	Maintenance of the recreation ground April 2018-March 2019, £840+VAT per quarter	£	3,360.00	
L&T Illuminations	Street Lighting	ESI & report for all columns. April 2018.	£	1,403.00	
R Porter	Devolved Services	Footpath strimming during 2018	£	290.00	
R Porter	Open Space/Sport & Leisure	Grass cutting and leaf clearing 2018, agreed per cut, price here assumes 7 during year	£	3,358.00	
R Porter	Open Space/Sport & Leisure	hedge cutting in 2018	£	700.00	
En	Street Lighting	36m contract April 2018-21 for unmetered electricity	£	11,307.00	
Community Impact Bucks	Training	Half day training re community car scheme	£	290.00	
Community Impact Bucks	Employment	10 x DBS checks for community car volunteers	£	150.00	
Opus Energy	Sports & Leisure	Electricity at pavilion 1/5/18-30/4/21	£	1,439.10	
AVDC	Litter & Dog Fouling	Dog waste collection service April 18-March 19. 78 empties x 16 bins x £88.58 per bin = £1417.28 to be invoiced	£	1,417.28	
CNG	Sports & Leisure	Dec 18	£	450.00	
J Leonard Limited	Devolved Services	Cas supply at pavilion 3/9/18-2/9/21 (approx £150pa)	£	4,000.00	
Lamps & Tubes	Street Lighting	Grass cutting and siding out etc, anticipated cost over year	£	2,581.66	
tbc	Miscellaneous	Roll out of LED lighting to The Green and Chequers Lane	£	2,581.66	
Credit Card Purchase	Sports & Leisure	Daffodil bulbs - off to August to organise purchase and planting	tbc		
Credit Card Purchase	Litter & Dog Fouling	Defibrillator signage for pavilion x 3	£	210.00	
Credit Card Purchase	Administration	Clear refuse sacks for playgrounds	£	45.54	
J Leonard Limited	Sports & Leisure	10 x encrypted USB sticks, 1 per member	£	263.89	
J Leonard Limited	Sports & Leisure	Clean play equip/remove weeds/cut back brambles x 3 sites	£	850.00	
J Leonard Limited	Sports & Leisure	Paint various items of equipment in Hever Close (tbc) and Windsor Road (E412)	£	500.00	
J Leonard Limited	Sports & Leisure	Concrete board along fence & tarmac trip hazard by roundabout at Hever Close	£	356.00	
J Leonard Limited	Sports & Leisure	Remove backing board from basketball net	£	15.00	
J Leonard Limited	Sports & Leisure	Fix broken kitchen sink pipe at pavilion, fix broken sign by tree at Hever Close	tbc		
Credit Card Purchase	Sports & Leisure	Repair of wet pour at snowdon climber & spiro whirl in Hever Close	£	293.18	
Credit Card Purchase	Sports & Leisure	Replacement signage at pavilion	£	9.50	
Credit Card Purchase	Training	2 x councillor induction training courses	£	76.64	
Credit Card Purchase	Planning	Land Registry Title Register re 6 Campbell Lane	£	3.00	
				£ 45,214.00	

Amounts not yet due to the parish council:

Description	Cost Centre	Name	Amount
AVDC	Precept	Second installment 2018-19	£ 47,505.00
AVDC	S106	See S106 summary on Bank Reconciliation for details of various provisions	

Bank Reconciliation & S106 Summary:

See separate document

Budget Monitor:

See separate document.

Summary of Parish Charity Transactions:

Summary of Recreation Ground Charity Transactions:

Invoice raised for P&IUCFC £120.00