

**PITSTONE PARISH COUNCIL  
SEPTEMBER 2018 FINANCIAL SUMMARY**

**Expenditure from Unity to be approved 27 September August 2018**

Trans Ref/Chq No	Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	E187-193	Various	Employment	Confidential salary/wage payments, plus HMRC PAYE & NI and NEST	£ 2.02	£ 2,549.89	£ 2,551.91
Cheque 3640	E176	Pitstone Green Museum	Administration	Meeting room hire for whole council GDPR training (approved by DN & JH & paid on day of hire)		£ 20.00	£ 20.00
686586157	E179	Staples Advantage	Administration	Colour & black toner, staples	£ 83.83	£ 419.17	£ 503.00
84224799	E180	R Porter	Devolved Services	Footpath strimming during 2018	£ 58.00	£ 290.00	£ 348.00
534470408	E181	First Environment	Sports & Leisure	Bi-annual legionella risk assessment for pavilion	£ 59.00	£ 295.00	£ 354.00
833192654	E183	Pitstone Memorial Hall	Administration	August hall hire for 2 x play around the parishes		£ 75.00	£ 75.00
672951569	E184	John Groom (Grounds Maintenance)	Open Space/Sports & Leisure	Ground keeping on the Recreation Ground July-Sept 2018		£ 850.00	£ 850.00
981965018	E185	John Groom (Grounds Maintenance)	Sports & Leisure	August groundkeeping at pavilion		£ 620.00	£ 620.00
50497877	E186	DCK Accounting Solutions	S106/Pavilion Project	VAT advice re new pavilion	£ 117.56	£ 587.80	£ 705.36
664844353	E195	Robert Haynes	Maintenance	Bus shelter cleaning July-September 2018		£ 135.00	£ 135.00
<b>Sub total of standard bacs/cheques</b>					<b>£ 320.41</b>	<b>£ 5,841.86</b>	<b>£ 6,162.27</b>

**Grants & donations approved 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
634471539	E194 Royal British Legion	Grants/Donations	Silent Soldier (approved electronically 21/9/118)		£ 250.00	£ 250.00
992115813	E198 South Central Ambulance	Grants/Donations	Donation (in lieu of attendance at 2 x training events)		£ 150.00	£ 150.00
<b>Sub total of grants and donations</b>				<b>£ -</b>	<b>£ 400.00</b>	<b>£ 400.00</b>

**Direct debits noted at 27 September 2018 meeting**

dd	E177	Eon	Lighting	Unmetered electricity 1-31/8/18 (reflects LED changes) Invoice £320.09 + VAT, but £398.21 credit held on account re refund of July. Therefore no direct debit taken and credit of £14.10 carried forward.	£ -	£ -	£ -
dd	E178	Eon	Lighting	Unmetered electricity 1-31/7/18 - rebilled at reduced rate to reflect LED changes. Invoice = £320.09 + VAT. £14.10 held on credit, so direct debit was actually £370.01	£ 320.09	£ 64.02	£ 384.11
dd	E182	CNG	Sports & Leisure	Gas at pavilion to 31/8/18	£ 0.60	£ 12.00	£ 12.60
<b>Sub total of direct debits</b>				<b>£ 320.69</b>	<b>£ 76.02</b>	<b>£ 396.71</b>	
<b>TOTAL OUTGOINGS</b>				<b>£ 641.10</b>	<b>£ 6,317.88</b>	<b>£ 6,958.98</b>	

**Insurance amendments**

None required

£ -

**Inter-account transfers**

None required

£ -

**Receipts received to 5 September 2018, paid into a NatWest account**

				VAT	Net	Gross
bacs	NatWest	Financial	Bank Interest - S106 account		£ 0.34	£ 0.34
bacs	NatWest	Financial	Bank Interest - reserve account		£ 3.63	£ 3.63
				<b>£ -</b>	<b>£ 3.97</b>	<b>£ 3.97</b>

**Receipts received to 27 September 2018, paid into Unity account**

Paying in reference	Company	Cost Centre	Description	VAT	Net	Gross
bacs	The Dog Runner	PPP & Guide	Advertising Issue 117	£ 2.50	£ 12.50	£ 15.00
bacs	Greensleeves	PPP & Guide	Advertising Issue 117	£ 5.42	£ 27.08	£ 32.50
bacs	The Tyre Changers	PPP & Guide	Advertising Issue 117	£ 2.50	£ 12.50	£ 15.00
slip 176	Pitstone & Ivinghoe Entertainments	Sports & Leisure	Application fee to hire open space at pavilion (deductable from hire fee)		£ 25.00	£ 25.00
bacs	P&I Entertainments	Sport & Leisure	Hire of pavilion open space 2-4/11/18 for firework event		£ 162.60	£ 162.50
bacs	Beacon View Windows	PPP & Guide	Advertising Issue 117	£ 9.00	£ 45.00	£ 54.00
bacs	AVDC	Precept	Second installment 2018-19		£ 47,505.00	£ 47,505.00
bacs	Travel Impressions	PPP & Guide	Advertising Issue 117	£ 4.50	£ 22.50	£ 27.00
bacs	ADM Admin & Book-keeping	PPP & Guide	Advertising Issue 117	£ 2.50	£ 12.50	£ 15.00
bacs	Miramar Design	PPP & Guide	Advertising Issue 117	£ 4.50	£ 22.50	£ 27.00
bacs	Tring Showstoppers (Performing Arts)	PPP & Guide	Advertising Issue 117	£ 2.50	£ 12.50	£ 15.00

	£10.42	£239.68	£250.00
<b>TOTAL INCOMINGS</b>	<b>£ 10.42</b>	<b>£ 243.65</b>	<b>£ 253.97</b>

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

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
20/08/2018	Tring Market Auctions	PPP & Guide	Advertising Issue 117 - overdue, reminders issued 21/9/18 and 27/9/18	£	9.00	£ 45.00
20/08/2018	Marsworth Pre-School	PPP & Guide	Advertising Issue 117 - overdue, reminders issued 21/9/18 and 27/9/19	£	4.50	£ 22.50
20/08/2018	your own home care	PPP & Guide	Advertising Issue 117 - overdue, reminders issued 21/9/18 and 27/9/20	£	9.00	£ 45.00
05/09/2018	P&I/FC	Sport & Leisure	October pitch hire	£	31.17	£ 155.84
05/09/2018	P&ICU FC	Sport & Leisure	26/8/18 pitch hire	£	8.83	£ 44.17
06/09/2018	P&I/FC	Sport & Leisure	August pitch hire	£	9.87	£ 49.33
<b>TOTAL INCOME PENDING</b>				<b>£116.21</b>	<b>£48,627.77</b>	<b>£48,743.88</b>

**Summary of those in credit:**

A J Groom & Son (Farm Shop)	PPP	Credit on account	£	26.78
-----------------------------	-----	-------------------	---	-------

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

Woods Hardwick	Redevelopment of pavilion	Architectural services	£	5,156.25
Horwood & James	Administration	Legal 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, £850+VAT per quarter	£	1,700.00
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
Eon	Street Lighting	36m contract April 2018-21 for unmetered electricity	£	11,307.00
Community Impact Bucks	Administration	Half day training re community car scheme	£	290.00
Community Impact Bucks	Administration	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	£	445.00
J Leonard Limited	Devolved Services	Gas supply at pavilion 3/9/18-2/9/21 (approx £150pa)	£	1,500.00
tbc	Miscellaneous	Grass cutting and siding out etc, anticipated cost over year	£	356.00
J Leonard Limited	Sports & Leisure S106	Daffodil bulbs - cf to August to organise purchase and planting	£	356.00
J Leonard Limited	Sports & Leisure S106	Concrete board along fence & tarmac trip hazard by roundabout at Hever Close	£	1,040.00
BCC	Pitstone & Ivinghoe Safety Scheme	Installation of 2 x playground gates at Hever Close and Windsor Road	£	10,000.00
J Leonard Limited	Sports & Leisure	PID re Feasibility / Project Design (£17,217.15-£7,500 both figures approximate)	£	220.00
David Rollins	Youth Café	Supply and fit guard over heater in kitchen at pavilion	£	4,583.26
C/Card	Baggery Group	Management fee August 2018-July 2019	£	32.95
Glasdon	Litter & Dog Fouling	Black sacks for litter pickers	£	2,038.02
J Leonard Limited	Street Furniture	2 x Glasdon benches with plaques	£	600.00
J Leonard Limited	Street Furniture	Install 2 x benches	£	900.00
J Leonard Limited	Maintenance & Open Space	Supply all materials & repair fencing between local green space & horse field; replace broken/rotted wooden slats; supply & install disability kissing gate on local green space by Crescent	£	300.00
J Leonard Limited	Maintenance & Open Space	Supply all materials to replace wooden seat and make good metal work under seat of rocking rocket on recreation ground	£	tbc
J Leonard Limited	Sport and Leisure	Replace broken roof tiles and fix leaking section of gutter	£	tbc
J Leonard Limited	Devolved Services	Siding out of trees & shrubs along alleyway between Cheddington Road and Crispin Field	£	4,644.00
C/Card	Lamps & Tubes Illuminations Ltd	9 x LED lanterns for Yardley Avenue	£	38.32
BALC	Street Lighting	Councillor Induction Training for Cllr Stoddart	£	tbc
J Leonard Limited	Administration	Remove all mini acacia trees that have sprouted on the recreation ground	£	52,915.18

**Amounts not yet due to the parish council:**

Description	Cost Centre	Name	Amount
AVDC	S106	See S106 summary on Bank Reconciliation for details of various provisions	£ 200.00
National Trust	Compensation/Pitstone Hill	Compensation payment re Anglian Water. Due Jan 2019. PO 85145991	

**Bank Reconciliation & S106 Summary:**

See separate document

**Budget Monitor:**

See separate document.

**Summary of Parish Charity Transactions:**

August meeting room hire for landowners meeting, invoice 1001011, £35.00. Cheque raised for signature.

**Summary of Recreation Ground Charity Transactions:**

None