

**PITSTONE PARISH COUNCIL
JANUARY 2021 FINANCIAL SUMMARY**

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, plus HMRC PAYE & NI and NEST (overtime funded from S106)	£ -	£ 8,398.20	£ 8,398.20
P413	Lamps & Tubes Illuminations	Street Lighting	Repairs to 2 columns in Cheddington Road	£ 59.12	£ 295.60	£ 354.72
P414	David Rollins	Youth Café	Café management for December 2020	£ -	£ 416.66	£ 416.66
P415	KLS	Sport & Leisure	Supplies for pavilion - mop heads and disinfectant spray	£ 5.78	£ 28.92	£ 34.70
P416	Pitstone Memorial Hall	Litter & Dog Waste	Annual charge for use of PMH wheelie bins, minus £1 annual rent	£ -	£ 219.00	£ 219.00
P417	J&L Carpentry	Pavilion Fit Out S106	Bespoke racking x 2 cleaning store areas and parish store.	£ -	£ 1,950.00	£ 1,950.00
Sub total of standard bacs				£ 64.90	£ 11,308.38	£ 11,373.28

Grants & donations paid to community groups

Beneficiary (inc registration number where applicable)	Cost Centre	Purpose of grant / donation and time period to which it relates	VAT	Net	Gross
None on the agenda					
Sub total of grants and donations			£ -	£ -	£ -

Direct debits/charges

dd	P425	Eon	Street Lighting	Street lighting unmetred electricity 1-30/12/20	£ 45.88	£ 229.38	£ 275.26
dd	P428	Opus Energy	Sports & Leisure	Electricity at pavilion 30/11/20 to 30/12/20. Is still wrong. Raising complaint with Opus.	£ 5.09	£ 449.93	£ 455.02
charges	P408	Unity Trust Bank	Bank charges	manual credit handling charge	£ -	£ 5.00	£ 5.00
charges	P409	Unity Trust Bank	Bank charges	service charge	£ -	£ 44.25	£ 44.25
dd	P410	Buckinghamshire Council	Sports & Leisure	pavilion refuse emptying during November 2020	£ -	£ 15.70	£ 15.70
dd	P426	Buckinghamshire Council	Sports & Leisure	General waste bin rental for December	£ -	£ 8.40	£ 8.40
Sub total of direct debits & charges				£ 50.97	£ 752.66	£ 803.63	

TOTAL OUTGOINGS	£ 115.87	£ 12,061.04	£ 12,176.91
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Insurance amendments

New printer added (£320)
Bespoke fitted shelving at pavilion added (£1950)

Inter-account transfers

None required.

£ -

Write-offs

None undertaken this month.

£ - £ - £ -

Receipts received, paid into a NatWest account

				VAT	Net	Gross	
	NatWest	Financial	Reserve accrual account interest	£	-	£ 0.01	£ 0.01
	NatWest	Financial	S106 account interest	£	-	£ 0.02	£ 0.02
				£	-	£ 0.03	£ 0.03

Receipts received, paid into Unity account

	Company	Cost Centre	Description	VAT	Net	Gross	
14/01/2021	P E Mead	PPP & Guide	PPP127-30	£	9.00	£ 45.00	£ 54.00
07/01/2021	Travel Impressions	PPP & Guide	PPP127	£	4.50	£ 22.50	£ 27.00
08/01/2021	Football Stadia Improvement Fund	Grant re pavilion redevelopment	Final claim, including £890.65 towards 12m retention which PPC must hold until next October	£	-	£ 1,306.00	£ 1,306.00
18/01/2021	Buckinghamshire Council	Grants	Tier 4 Covid Grant re pavilion	£	-	£ 858.00	£ 858.00
18/01/2021	Buckinghamshire Council	Grants	ARG top up grant re pavilion	£	-	£ 810.00	£ 810.00
18/01/2021	Buckinghamshire Council	Grants	Tier 5 lockdown covid grant re pavilion	£	-	£ 2,001.00	£ 2,001.00
18/01/2021	Buckinghamshire Council	Grants	Closed business lock down grant	£	-	£ 4,000.00	£ 4,000.00
25/01/2021	Ashbys	PPP & Guide	PPP127	£	4.50	£ 22.50	£ 27.00
19/01/2021	Windmill Pharmacy	PPP & Guide	PPP127	£	5.42	£ 27.08	£ 32.50
				£23.42	£9,092.08	£9,115.50	
TOTAL INCOMINGS				£23.42	£9,092.11	£9,115.53	

Debtors Summary/Overdue Invoices/Income Pending:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross	
27/01/2021	HMRC	VAT	VAT return for 1-31/12/2020	£	5,181.74	£ -	£ -
07/01/2021	P&IJFC	Sport & Leisure	Pitch hire & cross charge for damage to front grounds	£	104.80	£ 524.00	£ 628.80
07/01/2021	National Trust	Agency Services	Compensation for loss of rag pit (Anglian Water, £200, due January 2021 - purchase order number 85275457)	£	-	£ 200.00	£ 200.00
TOTAL INCOME PENDING				£	5,356.80	£ 28,000.27	£ 28,175.33

Summary of those in credit with the parish council:

P&IJFC	2 x matches at 19/20 rate paid for but subsequently cancelled (29 Feb & 14 March)	£	18.50	£	92.50	£	111.00
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Summary of accounts where the parish council is in credit:

None

Commitments:

Local Council Consultancy	Skate park project/S106	Procurement and project management assistance for skate park. PO20190716d. Minute SL51/19.2e&c from 11/7/19. Estimate £2,025/£250 per day + VAT. (£575 Stage 1, £1450 Stage 2)	£	405.00	£ 2,025.00	£ 2,430.00
CDMPC	Skate park project/S106	Principal designer/CDM services to skate park project.	£	-	£ 1,000.00	£ 1,000.00
Beacon Surveying Services	Skate Park project/S106	QS services, pre-tender. PO20200227-346/19.10b.3	£	570.00	£ 2,850.00	£ 3,420.00
Beacon Surveying Services	Skate Park project/S106	QS services, post-tender. PO20200227-346/19.10b.3	£	747.00	£ 3,735.00	£ 4,482.00
Buckinghamshire Council	Pitstone & Ivinghoe Safety Scheme	Works outside Brookmead School.	£	1,466.40	£ 7,332.00	£ 8,798.40
Huck Tek Ltd	Play Space	2.5% retention payable September 2022 ie 12m after completion. PPC funds.	£	534.53	£ 2,672.63	£ 3,207.16
David Rollins	Youth Café	Management fee August 2020-July 2021. PO120/20-30/7. Service suspended until covid guidelines permit reinstatement.	£	-	£ 2,916.62	£ 2,916.62
Groom Grounds Maintenance	Open Space	Ground-keeping on the recreation ground 2020/21. £950pq. PO20191031-217/19.5A	£	-	£ 950.00	£ 950.00
Horwood & James	Administration	Legal costs in association with draft lease to 1st Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.			tbc	-
Neville Special Projects Ltd	Pavilion Project/S106	12 month retention value, to claim from S106	£	-	£ 21,375.70	£ 21,375.70
Neville Special Projects Ltd	Pavilion Project/FF Grant	12 month retention value, funded by FSIF, funds held	£	-	£ 890.65	£ 890.65
J Leonard Ltd	Pavilion redevelopment/S106	Replacement emergency gates, fencing and pedestrian gate. SL250/20	£	-	£ 2,710.00	£ 2,710.00
Tanswell Technology	Pavilion Fit Out S106	Installation of IT equipment. PO178/20-17/9/20.	£	115.80	£ 579.00	£ 694.80

	Tanswell Technology	Administration	Ongoing broadband and IT support. PO178/20-17/9/20. £45pm	£	54.00	£	270.00	£	324.00
	ACE Security	Pavilion Fit Out S106	Additional access panel for groundkeeping store and smartcom for app accessibility	£	92.00	£	460.00	£	552.00
	IMServe	Sport & Leisure	Ongoing costs associated with elec meter. Years 2-5 = £211.50 per annum	£	42.30	£	211.50	£	253.80
	Buckinghamshire Council	Sport & Leisure	Refuse & Recycling bin rental and collection. SL215/20.14. Cost estimated, dependent upon volume of empties requested.	£	53.00	£	265.00	£	318.00
	Buckland Landscapes	Open Space	3 x replacement trees @ £75 each. SL246/20	£	45.00	£	225.00	£	270.00
	R B Tree Care	Open Space	Tree works to T32 and T31. SL246/20	£	-	£	890.00	£	890.00
C/Card	Printerland	Administration	Printer - Kyocera Ecosys M5526. PO258/20-26/11	£	63.88	£	319.42	£	383.30
C/Card	Printerland	Administration	Printer Kyocera Ecosys M5526 set of toner cartridges	£	49.44	£	247.20	£	296.64
C/Card	Wybone Ltd	Litter & Dog Fouling	Replacement dog bin for The Crescent	£	46.72	£	233.58	£	280.30
	David Pidworth Stage Hire	Open Space	Stage for 2021 Party in the Park event. Tbc nearer the time. Diverted from grants & donations)	£	240.00	£	1,200.00	£	1,440.00
	tbc	Administration	Community fibre publicity support (tbc). PO256/20-26/11 max £500)	£	100.00	£	500.00	£	600.00
	Capel Manor	Open Space	Lantra basic tree risk assessment course for new staff member. PO245/20-26/11	£	40.00	£	200.00	£	240.00
	RoSPA	Open Space	Playground safety inspection training course for new staff member. PO245/20-26/11	£	52.00	£	260.00	£	312.00
C/Card	Amazon	Pavilion redevelopment	Stronger split rings	£	1.33	£	6.66	£	7.99
C/Card	Amazon	Sport & Leisure	3l bin liners for feminine hygiene bins at pavilion	£	1.50	£	7.49	£	8.99
C/Card	Amazon	Sport & Leisure	lubricant oil for pavilion locks	£	0.58	£	2.92	£	3.50
C/Card	Amazon	Administration	wide subject dividers for operating manuals at pavilion	£	1.60	£	7.90	£	9.50
C/Card	Amazon	Administration	5 reams A4 paper	£	3.54	£	17.71	£	21.25
C/Card	Amazon	Administration	extra wide dividers	£	2.70	£	13.30	£	16.00
C/Card	Amazon	Administration	mousemat	£	0.94	£	4.71	£	5.65
C/Card	Amazon	Administration	rain x for pavilion cctv cameras	£	1.27	£	6.32	£	7.59
C/Card	Amazon	Administration	red foolscap ring binder	£	0.90	£	4.49	£	5.39
C/Card	Amazon	Administration	wireless mouse for cctv	£	1.67	£	8.32	£	9.99
C/Card	Amazon	Administration	bike combi lock for pavilion junior goals (replacement)	£	2.00	£	9.99	£	11.99
C/Card	Amazon	Administration	wireless mouse for office	£	2.55	£	12.77	£	15.32
				£	10,884.18	£	54,420.88	£	65,305.06

Amounts not yet due to the parish council:

Description	Cost Centre	Name	Amount
Buckinghamshire Council	S106	See S106 summary on Bank Reconciliation for details of various provisions	
Buckinghamshire Council	Devolved Services	Payment for 2020/21 received. Payment for 2021/22 due April 2021.	£ 3,552.28

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate Pavilion Phase II document.

Budget Monitor & 3 year budget forecast:

See separate document.