

**PITSTONE PARISH COUNCIL
SEPTEMBER 2020 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 | £ | 1.20 | £ 3,620.81 | £ 3,622.01 |
| P175 | Pitstone Parish Charity | VAT | Transfer of VAT claimed as sole trustee of Pitstone Parish Charity | £ | 10,911.18 | - | - |
| P176 | AJGI BL GBP | Administration | Insurance adjustment re Huck Teck play space | £ | - | £ 398.28 | £ 398.28 |
| P177 | BALC | Administration | Website Accessibility Regulations webinar training course for Cllr Nicholls | £ | - | £ 41.55 | £ 41.55 |
| P181 | Groom Grounds Maintenance | Open Space | Ground-keeping at village green 1/7-30/9/20. £950pq. PO20191031-217/19.5A | £ | - | £ 950.00 | £ 950.00 |
| P182 | Groom Grounds Maintenance | Sport & Leisure | Ground-keeping at the pavilion 2020/21. PO20191031-217/19.5B. | £ | - | £ 490.00 | £ 490.00 |
| P183 | RoSPA | Play Space/S106 | Huck play space post installation inspection PO2020-03-12/139/19.4b | £ | 79.00 | £ 395.00 | £ 474.00 |
| P188 | Staples | Administration | Stationery | £ | 2.87 | £ 14.37 | £ 17.24 |
| P195 | J Leonard Ltd | Play Space/S106 | Extension of footpath by 12m & lay slabs in gateways. PO116/20.4a.5-30/7 | £ | - | £ 2,600.00 | £ 2,600.00 |
| P196 | J Leonard Ltd | Play Space | Fit padlocks to new play space bins & paint metal seat | £ | - | £ 150.00 | £ 150.00 |
| P197 | Pro-Mob.FR | Pavilion Fit Out S106 | Tables, chairs and associated trolleys. PO20200810-137/20.c | £ | - | £ 2,929.00 | £ 2,929.00 |
| P198 | TV Licensing | Sport & Leisure | Hospitality TV License for pavilion PO2020-6-11SL7/20.5e | £ | - | £ 157.50 | £ 157.50 |
| P199 | Pitstone Allotment Association | Allotments | Transfer of annual PAA subscription fees collected from tenants on behalf of PAA | £ | - | £ 444.00 | £ 444.00 |
| P208 | Huck Tek Ltd | Play Space/S106 | Remove old play equipment and install new play space on land by recreation ground. PO20191106a. Min 217/19/3a | £ | 5,964.77 | £ 29,823.86 | £ 35,788.63 |
| P211 | D Rollins | Youth Café | August café management fee | £ | - | £ 416.66 | £ 416.66 |
| P212 | R Haynes | Maintenance | Bus shelter cleaning on 21/9/20 | £ | - | £ 60.00 | £ 60.00 |
| P213 | Glasdon | Litter & Dog Waste | Litter bin liners for new bins in Huck Teck play space | £ | 2.67 | £ 13.37 | £ 16.04 |
| Sub total of standard bacs | | | | £ | 16,961.69 | £ 42,504.40 | £ 48,554.91 |

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 | | | £ | - | £ - |
| Sub total of grants and donations | | | £ | - | £ - |

Direct debits/charges

| | | | | | | | | |
|---|---------|-------------------------|----------------------|--|------------------|--------------------|--------------------|------------|
| dd | P179 | Sage | Administration | Accounting and payroll software monthly subscription | £ | 4.60 | £ 23.00 | £ 27.60 |
| dd | P178 | CNG | Sports & Leisure | Gas at pavilion to 31/8/20 (estimated) | £ | 0.12 | £ 2.32 | £ 2.44 |
| dd | P180 | Wave | Allotments | Water 16/3 to 14/5/20 (estimated) | £ | - | £ 87.65 | £ 87.65 |
| dd | P209 | Wave | Sports & Leisure | Water 16/3 to 14/5/20 (estimated) at pavilion | £ | - | £ 2,592.70 | £ 2,592.70 |
| dd | P210 | Wave | Allotments | Water 15/5-13/8/20 (actual) at allotments | £ | - | £ 466.56 | £ 466.56 |
| dd | P151 CN | Eon | Street Lighting | Street lighting unmetered electricity 1-31/7/20 (Credit note issued to cancel previous invoice) | -£ | 53.76 | -£ 268.80 | -£ 322.56 |
| dd | P186 | Eon | Street Lighting | Street lighting unmetered electricity 1-31/7/20 (reissue to account for LED rollout) | £ | 53.50 | £ 267.52 | £ 321.02 |
| dd | P187 | Eon | Street Lighting | Street lighting unmetered electricity 1-31/8/20 (actually took £273.72 as £1.54 held on account from above credit) | £ | 45.88 | £ 229.38 | £ 275.26 |
| C/Card dd | P144 | Sipgate | Administration | Monthly phone package for clerk - reverse charge VAT | £ | - | £ 10.00 | £ 10.00 |
| C/Card dd | P145 | Sipgate | Administration | Monthly phone package for assistant - reverse charge VAT | £ | - | £ 10.00 | £ 10.00 |
| C/Card dd | P189 | Sipgate | Administration | Monthly phone package for covid - reverse charge VAT | £ | - | £ 10.00 | £ 10.00 |
| C/Card | P132 | Buckinghamshire Council | Sport & Leisure | Premises Licence application. PO20200611-SL8/20.3a. Supplementary fee of £23 re DPS waived by BC. | £ | - | £ 100.00 | £ 100.00 |
| C/Card | P133 | JPI Media | Sport & Leisure | Advertising of Premises Licence application in Bucks Herald. PO20200611-SL8/20.3a | £ | 75.90 | £ 379.50 | £ 455.40 |
| C/Card | P149 | Planning Portal | Sport & Leisure | Planning application fee re floodlights | £ | 4.17 | £ 251.83 | £ 256.00 |
| C/Card | P155 | M&S | Administration | Gift for 100th birthday of resident | £ | 1.67 | £ 8.33 | £ 10.00 |
| C/Card | P156 | House of Cards | Administration | Card/gift wrap/ribbon for 100th birthday of resident | £ | 2.56 | £ 12.81 | £ 15.37 |
| C/Card | P191 | Amazon | Litter & dog fouling | Alternative litter picking hoop for member of staff | £ | 1.33 | £ 6.66 | £ 7.99 |
| C/Card dd | P193 | Lloyds Bank | Finance | Credit Card monthly fee | £ | - | £ 3.00 | £ 3.00 |
| dd | P194 | Opus Energy | Sports & Leisure | Electricity at pavilion 31/7/20-30/8/20 | £ | 4.46 | £ 89.10 | £ 93.56 |
| Sub total of direct debits & charges | | | | £ | 140.43 | £ 4,281.56 | £ 4,421.99 | |
| TOTAL OUTGOINGS | | | | £ | 17,102.12 | £ 46,785.96 | £ 52,976.90 | |

Insurance amendments

Insurance updated re Huck Teck play space. Bacs raised for additional premium.

Inter-account transfers

None required.

£ -

Write-offs

Windsor Road play swings will require write off in due course

£ - £ - £ -

Receipts received, paid into a NatWest account

| | | | VAT | Net | Gross |
|---------|-----------|---|----------|----------|---------------|
| NatWest | Financial | Reserve accrual account interest - none received this month | £ | - | £ - |
| NatWest | Financial | S106 account interest | £ | - | £ 0.02 |
| | | | £ | - | £ 0.02 |

Receipts received, paid into Unity account

| | Company | Cost Centre | Description | VAT | Net | Gross |
|------------------------|-------------------------|--|---|---------------|--------------------|--------------------|
| 21/08/2020 | HMRC | VAT | July VAT claim for PPC | £ 29,742.73 | £ - | £ - |
| 21/08/2020 | HMRC | VAT | VAT claim as sole trustee of Pitstone Parish Charity | £ 10,911.18 | £ - | £ - |
| 25/08/2020 | Buckinghamshire Council | S106 Play Space Project | Claim 2 re S106 Huck Teck Play Space | £ - | £ 21,898.31 | £ 21,898.31 |
| 28/08/2020 | Football Foundation | Grant expenditure for Pavilion Project | Claim 2 from FSIF re pavilion works, to Certificate 3 | £ - | £ 4,428.00 | £ 4,428.00 |
| 08/09/2020 | Buckinghamshire Council | S106 Pavilion Project | Claim 4 from S106 re pavilion works, to Certificate 4 | £ - | £ 162,301.90 | £ 162,301.90 |
| 04/09/2020 | Football Foundation | Grant expenditure for Pavilion Project | Claim 3 from FSIF re pavilion works, to Certificate 4 | £ - | £ 6,658.00 | £ 6,658.00 |
| 17/09/2020 | Mr Jacobs | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Miss Rankin | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Mr Allan | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Mr Saintey | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Mrs Ridgley | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Mr & Mrs Gresty | Allotments | Plot tenancy & PAA sub | £ - | £ 45.75 | £ 45.00 |
| 17/09/2020 | Mrs Hickman | Allotments | Plot tenancy & PAA sub | £ - | £ 45.75 | £ 45.00 |
| 14/09/2020 | Mr and Mrs Nice | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 11/09/2020 | Mr & Mrs Fynes-Clinton | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 11/09/2020 | Mr Brophy | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 10/09/2020 | Mrs Dent & Mr Bratt | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 14/09/2020 | Mr Hutchinson | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 11/09/2020 | Mr Davies | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 16/09/2020 | Mrs Crutchfield | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 16/09/2020 | Mr & Mrs Lloyd | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 09/09/2020 | Mrs Wills | Allotments | Plot tenancy & PAA sub | £ - | £ 60.00 | £ 60.00 |
| 09/09/2020 | Mr Lowe | Allotments | Plot tenancy & PAA sub | £ - | £ 60.00 | £ 60.00 |
| 11/09/2020 | Mr Turney | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 11/09/2020 | Mr Spiller | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 14/09/2020 | Mr Brindle | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 14/09/2020 | Mr and Mrs Pearce | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 15/09/2020 | Mr and Mrs Stack | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 17/09/2020 | Mrs Jones | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 14/09/2020 | CMC Golf | PPP & Guide | Advertising in issue 126 | £ 4.50 | £ 22.50 | £ 27.00 |
| 16/09/2020 | Barry Cato Motor Repair | PPP & Guide | Advertising in issue 126 | £ 2.50 | £ 12.50 | £ 15.00 |
| 11/09/2020 | Tring Yoga Studio | PPP & Guide | Advertising in issue 126 | £ 2.50 | £ 12.50 | £ 15.00 |
| 18/09/2020 | Mrs Lambert | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 18/09/2020 | Mrs Leek | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 18/09/2020 | Mr & Mrs Anderson | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 21/09/2020 | Mrs Hunter | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 21/09/2020 | Mr Brooks | Allotments | Plot tenancy & PAA sub | £ - | £ 45.75 | £ 45.00 |
| 22/09/2020 | Mrs Bembridge | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 22/09/2020 | Mr & Mrs Parkins | Allotments | Plot tenancy & PAA sub | £ - | £ 45.75 | £ 45.00 |
| 23/09/2020 | Mr & Mrs Lee | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 21/09/2020 | Ashbys | PPP & Guide | Advertising in issue 126 | £ 4.50 | £ 22.50 | £ 27.00 |
| 22/09/2020 | Travel Impressions | PPP & Guide | Advertising in issue 126 | £ 4.50 | £ 22.50 | £ 27.00 |
| | | | | £18.50 | £196,176.71 | £196,192.21 |
| TOTAL INCOMINGS | | | | £18.50 | £196,176.73 | £196,192.23 |

Debtors Summary/Overdue Invoices/Income Pending:

| Date of Invoice | Name | Cost Centre | Invoice/Description | VAT | Net | Gross |
|-----------------------------|--------------------------|-------------|-------------------------------|--------------------|---------------------|---------------------|
| 07/09/2020 | Mr Tillet & Miss Jones | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 07/09/2020 | Mr Saunders | Allotments | Plot tenancy & PAA sub | £ - | £ 60.00 | £ 60.00 |
| 07/09/2020 | Mrs Ranger | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mrs Atherton | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Turney | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Harris | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Cecece | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Miss Woodhead | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mrs Edwards | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr and Mrs Carter | Allotments | Plot tenancy & PAA sub | £ - | £ 30.00 | £ 30.00 |
| 07/09/2020 | Mr and Mrs Jones | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Cox | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mrs Creasey | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Moule & Joanne Spragg | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mr Richardson | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mrs Killick | Allotments | Plot tenancy & PAA sub | £ - | £ 15.00 | £ 15.00 |
| 07/09/2020 | Mrs Gould | Allotments | Plot tenancy & PAA sub | £ - | £ 7.50 | £ 7.50 |
| 07/09/2020 | Miss Woodhead | Allotments | Plot tenancy & PAA sub | £ - | £ 7.50 | £ 7.50 |
| 11/09/2020 | Greensleeves | PPP & Guide | Advertising in issue 126 | £ 5.42 | £ 27.08 | £ 32.50 |
| 11/09/2020 | Windmill Pharmacy | PPP & Guide | Advertising in issue 126 | £ 5.42 | £ 27.08 | £ 32.50 |
| 11/09/2020 | Beacon View Windows | PPP & Guide | Advertising in issue 126 | £ 9.00 | £ 45.00 | £ 54.00 |
| 11/09/2020 | Footworks | PPP & Guide | Advertising in issues 126-129 | £ 9.00 | £ 45.00 | £ 54.00 |
| 21/09/2020 | HMRC | VAT | August 2020 VAT Return | £ 38,473.11 | £ - | £ - |
| TOTAL INCOME PENDING | | | | £ 38,557.44 | £ 567,106.00 | £ 567,181.33 |

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

Summary of accounts where the parish council is in credit: 20p overpayment to L Graves, adjust next bacs

