

**PITSTONE PARISH COUNCIL
AUGUST 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, & NEST	£ -	£ 3,078.92	£ 3,078.92
	P159	KLS	Sport & Leisure	Toilet paper	£ 3.79	£ 18.95	£ 22.74
	P160	KLS	Sport & Leisure	Sanitiser & bin liners	£ 5.38	£ 26.91	£ 32.29
	P161	Groom Ground Maintenance	Sport & Leisure	Pavilion ground maintenance in July	£ -	£ 1,070.00	£ 1,070.00
	P182	Haynes	Maintenance	Bus shelter cleaning x 4 on 16/8/21	£ -	£ 60.00	£ 60.00
	P168	J Leonard Ltd	Devolved Services	Grass verge cutting @ £620 per cut	£ -	£ 620.00	£ 620.00
	P169	J Leonard Ltd	Sport & Leisure/S106/Open Space	Misc repairs and works	£ -	£ 180.00	£ 180.00
	P181	Almar (Tring) Ltd	Administration	Printing of 300 A4 planning letters	£ -	£ 45.00	£ 45.00
	P185	Tanswell Technology Ltd	Sport & Leisure	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
	P186	Buckinghamshire Council	Administration	Cost of uncontested election	£ -	£ 420.56	£ 420.56
	P187	Landmark Chambers	Administration	Legal advice re PDA	£ 400.00	£ 2,000.00	£ 2,000.00
	P188	Signs Realm	Sport & Leisure	No dogs signs for recreation ground play space	£ -	£ 75.00	£ 75.00
Grants/Donations	n/a	n/a	Grants & Donations	None on the agenda this month	£ -	£ -	£ -
Sub total of standard bacs					£ 418.17	£ 7,640.34	£ 7,658.51

Direct debits/charges

	dd	Sage	Administration	Payroll & accounting software for August	£ 4.60	£ 23.00	£ 27.60
	dd	CNG	Sport & Leisure	Pavilion gas to 23/7/21	£ 2.32	£ 46.36	£ 48.68
	dd	Buckinghamshire Council	Sports & Leisure	pavilion refuse bin rental & empty during July 2021	£ -	£ 8.40	£ 8.40
	cc dd	Lloyds Bank	Administration	Monthly cc admin fee	£ -	£ 3.00	£ 3.00
	cc	Vistaprint	Skate park project/S106	2 x vinyl banners to promote skate park consultation event	£ 18.89	£ 94.44	£ 113.33
	cc	The Bagbery	Litter & dog fouling	Black sacks for litter pickers	£ 9.63	£ 48.15	£ 57.78
	cc	Lock and Key	Pavilion	Extra keys for pedestrian gate for TVP	£ 1.67	£ 8.33	£ 10.00
	cc	Amazon	Administration	3 x packs of popper wallets for new home packs	£ 5.01	£ 24.96	£ 29.97
	cc	Amazon	Sport & Leisure	2 x dusters for pavilion	£ 3.00	£ 14.98	£ 17.98
	cc	Amazon	Administration	120gsm paper for leaflets etc	£ 2.08	£ 10.42	£ 12.50
	cc	Amazon	Administration	120gsm paper for leaflets etc	£ 1.17	£ 5.84	£ 7.01
	cc	Amazon	Administration	Not drinking water signs	£ 4.26	£ 21.24	£ 25.50
	cc	Amazon	Sports & Leisure	combi locks for pavilion goals	£ 1.92	£ 9.57	£ 11.49
	dd	Opus	Sport & Leisure	Elec at pavilion 30/6-30/7/21	£ 12.67	£ 253.39	£ 266.06
	dd	Eon	Street Lighting	Street light elec 1-31/7/21	£ 48.12	£ 240.59	£ 288.71
	CN	Wave	Sport & Leisure	Credit note for water usage at pavilion (held on account)	£ -	£ -1,073.35	£ 1,073.35
	dd	Wave	Allotments	Water at allotments	£ -	£ 265.39	£ 265.39
Sub total of direct debits & charges					£ 115.33	£ 4.71	£ 120.05

TOTAL OUTGOINGS	£ 533.50	£ 7,645.05	£ 7,778.56
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Insurance amendments

No amendments required this month.

Inter-account transfers

None required this month.

£ -	£ -	£ -
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Write-offs

No write-offs required this month.

£ -	£ -	£ -
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Receipts received, paid into a NatWest account

	VAT	Net	Gross
NatWest	Financial	reserve account interest - none this month	£ -
NatWest	Financial	S106 account interest	£ 0.02
		£ -	£ 0.02

£ -	£ -	£ 0.02
£ -	£ 0.02	£ 0.02

Receipts received, paid into Unity account

	Company	Cost Centre	Description	VAT	Net	Gross
13/08/2021	N Rowell	Sport & Leisure	Pavilion room hire 28-8-21	£ 17.66	£ 88.34	£ 106.00
17/08/2021	P&ICU FC	Sport & Leisure	Pitch hire during June	£ 6.67	£ 33.33	£ 40.00
16/08/2021	P&IUCF	Sport & Leisure	July pavilion hire (pitch and storage)	£ 54.17	£ 270.83	£ 325.00
18/08/2021	Zest Yoga	Sport & Leisure	July pavilion hire	£ 14.63	£ 73.13	£ 87.76
				£93.13	£465.63	£558.76
TOTAL INCOMINGS				£93.13	£465.65	£558.78

Debtors Summary/Overdue Invoices/Income Pending:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
23/08/2021	HMRC	VAT	VAT return for 1-31/7/21	£ 253.25	£ -	£ -
TOTAL INCOME PENDING				£ 253.25	£ -	£ -

Summary of those in credit with the parish council:

None	£ -	£ -	£ -
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Summary of accounts where the parish council is in credit:

Wave, re pavilion water	£ -	-£ 1,073.35	-£ 1,073.35
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Commitments:

	PEP Ltd	Skate park project/S106	Civil & Structuring engineering services to skate park project.	£ -	£ 1,000.00	£ 1,000.00
	CDMPC	Skate park project/S106	Principal designer/CDM services to skate park project.	£ -	£ 2,000.00	£ 1,000.00
	Beacon Surveying Services	Skate Park project/S106	QS services, pre-tender. PO20200227-346/19.10b.3	£ 285.00	£ 1,425.00	£ 1,710.00
	Beacon Surveying Services	Skate Park project/S106	QS services, post-tender. PO20200227-346/19.10b.3	£ 747.00	£ 3,735.00	£ 4,482.00
	Bendcrete	Skate park project/S106	Supply & installation of concrete skate park plus associated works eg drainage, landscaping. PO98/21.	£ 33,907.00	£ 169,535.00	£ 203,442.00
	Bendcrete	Skate park project/S106	Supply & installation of tarmac footpath to ensure connectivity. PO98/21.	£ 3,280.00	£ 16,400.00	£ 19,680.00
	Rospa	Skate park project/S106	Pre and post installation reports for skate park. PO98/21.	£ 129.00	£ 645.00	£ 774.00
	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
	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	£ -	£ 22,640.10	£ 22,640.10
	Neville Special Projects Ltd	Pavilion Project/FF Grant	12 month retention value, funded by FSIF, funds held	£ -	£ 890.65	£ 890.65
	Tanswell Technology	Administration	Ongoing broadband and IT support. PO178/20-17/9/20. £45pm	£ 63.00	£ 315.00	£ 378.00
	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.	£ 47.39	£ 236.95	£ 284.34
	D Rollins	Youth Café	Café Management for August 2021-July 2022 £5,500pa split into 2 x 6m contracts. PO129/21.	£ -	£ 5,500.00	£ 5,500.00
	J Leonard Ltd	Youth Café	Relocate basketball hoops & outdoor table tennis table to pavilion site. PO129/21	£ -	tbc	tbc
	BMKALC	Administration	Planning Demystified Training for Cllr Mitra. PO124/21.5.	£ -	£ 120.00	£ 120.00
	David Pidworth Stage Hire	Open Space	Stage for 2021 Party in the Park event. 2021 event cancelled due to Covid restrictions. May reconsider for next year. (Diverted from grants & donations)	£ 240.00	£ 1,200.00	£ 1,440.00
	Groom Grounds Maintenance	Open Space	Ground maintenance of recreation ground. £1000 per quarter. POSL273/20.	£ -	£ 3,000.00	£ 3,000.00
	Groom Grounds Maintenance	Sport & Leisure	Ground maintenance at pavilion. £11k over year.	£ -	£ 6,231.00	£ 6,231.00
	tbc	Administration	Community fibre publicity support (tbc). PO256/20-26/11 max £500	£ 100.00	£ 500.00	£ 600.00
	RoSPA	Open Space	Playground safety inspection training course for new staff member. 28/7/21. PO245/20-26/11	£ 52.00	£ 260.00	£ 312.00
cc	Vistaprint	Skate park project/S106	2 x vinyl banners to promote photography competition	£ 13.52	£ 67.60	£ 81.12
cc	Sipgate	Administration	Monthly telephone charges for council 26/7/21	£ -	£ 15.00	£ 15.00
cc	Sipgate	Administration	Monthly telephone charges for council 1/8/21	£ -	£ 10.00	£ 10.00
cc	Sipgate	Administration	Monthly telephone charges for council 5/8/21	£ -	£ 15.00	£ 15.00
cc	Post Office	PPP & Allotments	Postage	£ -	£ 12.42	£ 12.42
	Swarco	Maintenance	mVAS lamp post fixing kit	£ 7.60	£ 38.00	£ 45.60

	Haynes	Sport & Leisure	Pavilion window cleaning, inside and outside, £50 per time, approx 3-4 times per year	£	30.00	£	150.00	£	180.00
	CIB	Administration	Community Building Annual Subscription, Payment 2 of 2 (due 1/10/21). PO353/20.	£	-	£	30.00	£	30.00
			£150per cut for Huck Teck play space & £175 per cut for Marsworth Road. Other prices as per last year. Estimated at 6 cuts during the season. Plus cost of fitting padlocks to fence by recreation ground play area to permit access.	£	-	£	650.00	£	650.00
	R Lawry Agricultural Services	Grass cutting	Grass verge cutting @ £620 per cut	£	-	£	1,240.00	£	1,240.00
	J Leonard Ltd	Devolved Services	Themoplastic alphabet snake and hopscotch for windor road 49/21.7 (max costs)	£	160.00	£	800.00	£	960.00
	tbc	Sport & Leisure	12 bird boxes 65/21	£	-	£	-	£	-
	Sunnyside Rural Trust	Miscellaneous	CCTV maintenance agreement SL20/21.4	£	92.40	£	462.00	£	554.40
	ACE	Sport & Leisure	Amended fire alarm agreement to enable monitoring SL20/21.4	£	57.20	£	286.00	£	343.20
	ACE	Sport & Leisure	Pavilion noticeboard SL20/21.4	£	310.06	£	1,550.29	£	1,860.35
	Greenbarnes	Street furniture	Noticeboard repairs following vandalism	£	16.60	£	83.00	£	99.60
	James Cato	Repairs & Maintenance	Signage for water troughs	£	2.16	£	10.80	£	12.96
cc	Amazon	Allotments	Annual hospitality TV Licence (due 3/9/21)	£	-	£	159.00	£	159.00
dd	TV Licencing	Sport & Leisure							
				£	54,098.58	£	270,492.91	£	324,591.49

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	Precept	Second half precept payment (due 17/9/21)	£ 77,500.00
National Trust	Agency Services	Compensation for loss of rag pit - Anglian Water (due Jan 22)	£ 200.00

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for Allotment Financial Summary & pavilion financial summary. No changes to pavilion or skate park project summaries this month.

Budget Monitor & 3 year budget forecast:

See separate document.