

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR MARCH 2023 MEETING**

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, plus HMRC PAYE & NI, & NEST	£ -	£ 4,455.01	£ 4,455.01
456	Leaflet Distribution Bucks	Donation expenditure	Hand deliver car scheme leaflets to Pitstone and Ivinghoe, funded from car scheme donation	£ -	£ 225.00	£ 225.00
462	Roll In Trade Ltd	Youth Café	Youth café management services for February	£ -	£ 228.03	£ 228.03
463	BMKALC	Administration	Planning application response training for K Weber	£ -	£ 45.00	£ 45.00
464	BMKALC	Administration	Planning application response training for F Nash	£ -	£ 45.00	£ 45.00
465	Bendcrete Leisure Ltd	Skate Park S106	12m retention payment re skate park (minus adjustment re groundworks), funded from release of S106	£ 840.87	£ 4,204.35	£ 5,045.22
466	SLCC	Administration	Annual membership (if resolved to approve at meeting)	£ -	£ 222.00	£ 222.00
467	R D Leonard Ltd	Sport & Leisure	Repair broken gutter at pavilion	£ -	£ 22.00	£ 22.00
472	Shred Station	Administration	Secure disposal of confidential papers	£ 36.00	£ 180.00	£ 216.00
477	J&L Carpentry	Sport & Leisure	Racking for container at pavilion	£ -	£ 1,092.00	£ 1,092.00
478	Almar (Tring) Ltd	Sport & Leisure	2 x A1 maps for display on pavilion walls	£ 10.00	£ 50.00	£ 60.00
479	R Heynes	Maintenance	Bus shelter cleaning on 13/3/23	£ -	£ 50.00	£ 50.00
480	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in Feb	£ 46.00	£ 230.00	£ 276.00
481	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at recreation ground Jan-Mar	£ 210.00	£ 1,050.00	£ 1,260.00
482	PPL PRS	Sport & Leisure	Annual licence for pavilion	£ 82.20	£ 411.02	£ 493.22
483	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
497	R D Leonard Ltd	Sport & Leisure	Miscellaneous repairs to Recreation Ground, Open Space by The Crescent and pavilion	£ -	£ 1,792.00	£ 1,792.00
Grants/Donations	n/a	Brookmead School PTA	Grants & Donations	£ -	£ 1,870.00	£ 1,870.00
Sub total of standard bacs				£ 1,234.07	£ 16,226.41	£ 17,460.48

Direct debits/charges

direct debit	Regent Gas	Sport & leisure	Pavilion gas 1-28/2/23	£ 7.32	£ 146.45	£ 153.77
direct debit	SSE Southern Electric	Sport & leisure	Electric at pavilion 1-28/2/23	£ 21.47	£ 429.52	£ 450.99
credit card	417 Amazon	Sport & Leisure	Xmas baubles for pavilion	£ 4.50	£ 22.49	£ 26.99
credit card	418 Amazon	Sport & Leisure	AAA batteries for pavilion	£ 1.37	£ 6.82	£ 8.19
credit card	419 Amazon	Sport & Leisure	Portable LED light	£ 3.00	£ 15.03	£ 18.03
credit card direct debit	425 Sipgate	Administration	Car scheme telephony charge	£ -	£ 15.00	£ 15.00
credit card	430 Care Check	Administration	DBS check for new car scheme driver	£ 2.00	£ 10.00	£ 12.00
credit card	444 The Safe Shop Ltd	Administration	2 drawer fire safe	£ 219.40	£ 1,097.00	£ 1,316.40
credit card	451 Post Office	PPP	Postage of PPPs	£ -	£ 21.76	£ 21.76
credit card	452 Government Land Registry	Administration	Land registry search re BOAT by Queen Street	£ -	£ 3.00	£ 3.00
credit card	453 Care Check	Administration	Car scheme DBS	£ 2.00	£ 10.00	£ 12.00
credit card	461 Amazon	Administration	1 x trial 40m pack Union Jack bunting	£ 1.50	£ 7.49	£ 8.99
credit card	462 Amazon	Administration	paper for printer	£ 6.02	£ 30.07	£ 36.09
credit card	468 Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	Buckinghamshire Council	Sport & Leisure	Monthly waste services for February	£ -	£ 8.64	£ 8.64
direct debit	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.20	£ 31.00	£ 37.20
direct debit	NPower	Lighting	1-28/2/23 23 street light elec. HMRC confirmed street light energy for local authorities now standard VAT. credit note issued for last over estimate of water used at pavilion. Deducted revised amount below and refunded £5,650.92 to the council's bank account.	£ 38.27	£ 191.37	£ 229.64
direct debit	Wave	Sport & leisure	rebill over estimate for water used at pavilion	£ -	£ 6,828.28	£ 6,828.28
direct debit	Wave	Sport & leisure	Facilities manager mobile monthly fee (March)	£ 6.58	£ 42.37	£ 48.95
dd	EE	Administration				
Sub total of direct debits & charges				£ 319.63	-£ 4,559.91	-£ 4,240.28
TOTAL OUTGOINGS				£ 1,553.70	£ 11,666.50	£ 13,220.20

Insurance amendments

Add container shelving

Inter-account transfers

None required this month.

£ - £ 87,000.00 £ 87,000.00

Write-offs

None required this month.

£ - £ - £ -

Receipts received, paid into a NatWest account

NatWest
NatWest

Financial
Financial

reserve account interest
S106 account interest

VAT	Net	Gross
£ -	£ 60.31	£ 60.31
£ -	£ 1.07	£ 1.07
£ -	£ 61.38	£ 61.38

Receipts received, paid into Unity account

24/02/2023
24/02/2023
28/02/2023
17/03/2023
01/03/2023
13/03/2023
13/03/2023
10/03/2023
09/03/2023
09/03/2023
08/03/2023
08/03/2023
07/03/2023
07/03/2023
07/03/2023

Company/Name
HMRC
HMRC
A Townsend-Hall
A Townsend-Hall
Boardgames group
Computamation
Hawthorn Gardening
Moren Associates
CMC Golf
Windmill Preschool
K-Lin
Coal Merchant
The Green Room
Ivinghoe Lettings
Tring Yoga Studio

Cost Centre
VAT
VAT
Sport & Leisure
Sport & Leisure
Sport & Leisure
PPP
PPP
PPP
PPP
PPP
PPP
PPP
PPP
PPP
PPP

Description
Monthly return for 1-31/12/22
Monthly return for 1-31/1/23
12-3-23 hire of pavilion (includes a refundable deposit of £50)
12-3-23 hire of pavilion refunded deposit of £50
January pavilion hire
b&w advertising in PPP 136-139
b&w advertising in PPP 136-139
colour inside cover advertising in PPP 136-139
B&W advertising in PPP 136
Upgrade to colour advertising in PPP 136 and 137
upgrade from b&w prepaid to colour in issues 136 & 137
colour quarter page advertising in PPP 136-139
Colour advertising in PPP 136
upgrade from b&w prepaid to colour in issues 136 & 137
upgrade from b&w prepaid to colour in issues 136 & 137

VAT	Net	Gross
£ 356.76	£ -	£ -
£ 278.84	£ -	£ -
£ 19.53	£ 97.67	£ 117.20
£ 8.33	£ 41.67	£ 50.00
£ 9.23	£ 46.12	£ 55.35
£ 16.20	£ 81.00	£ 97.20
£ 9.00	£ 45.00	£ 54.00
£ 19.50	£ 97.49	£ 116.99
£ 4.50	£ 22.50	£ 27.00
£ 0.75	£ 3.74	£ 4.49
£ 0.75	£ 3.74	£ 4.49
£ 10.20	£ 51.01	£ 61.21
£ 4.92	£ 24.58	£ 29.50
£ 0.60	£ 3.01	£ 3.61
£ 0.60	£ 3.01	£ 3.61

07/03/2023	Windmill Pharmacy	PPP	Colour advertising in PPP 136-139	£	19.50	£	97.49	£	116.99
06/03/2023	Grooms Farm Shop	PPP	colour quarter page advertising in PPP 136-139	£	10.20	£	51.01	£	61.21
10/03/2023	Buckinghamshire Council	S106 for Skatepark project	Final claim of S106 re skatepark 12m retention	£	-	£	4,204.35	£	4,204.35
14/03/2023	P&I/FC	Sport & Leisure	January pavilion hire	£	52.17	£	260.83	£	313.00
07/03/2023	Zest Yoga	Sport & Leisure	Feb hire of pavilion	£	9.23	£	46.12	£	55.35
07/03/2023	Berkhamstead Yoga	Sport & Leisure	December pavilion hire	£	9.23	£	46.12	£	55.35
07/03/2023	Berkhamstead Yoga	Sport & Leisure	January pavilion hire	£	12.30	£	61.50	£	73.80
07/03/2023	Berkhamstead Yoga	Sport & Leisure	Feb hire of pavilion	£	9.23	£	46.12	£	55.35
07/03/2023	Hartbeings	Sport & Leisure	Feb hire of pavilion	£	35.36	£	176.82	£	212.18
22/03/2023	Board Games Group	Sport & Leisure	Feb hire of pavilion	£	9.23	£	46.12	£	55.35
23/03/2023	P&I/FC	Sport & Leisure	January pavilion hire	£	73.50	£	367.50	£	441.00
23/03/2023	P&I/FC	Sport & Leisure	Feb hire of pavilion	£	89.10	£	445.50	£	534.60
24/03/2023	House of Worship	Sport & Leisure	Feb hire of pavilion	£	11.20	£	56.00	£	67.20
24/03/2023	HMRC	VAT	1-28/2/23	£	678.61	£	-	£	678.61
24/03/2023	Kickbox Fit	Sport & Leisure	January pavilion hire	£	51.25	£	10.25	£	61.50
24/03/2023	Kickbox Fit	Sport & Leisure	Feb hire of pavilion	£	7.69	£	38.44	£	46.13
24/03/2023	Plumm Property	PPP	colour back cover advertising in PPP 136-139	£	42.00	£	210.02	£	252.02
31/03/2023	Buckinghamshire Council	Sport & Leisure	March hire of pavilion	£	65.65	£	328.25	£	393.90

£1,908.50 £6,929.64 £8,202.54

TOTAL INCOMINGS £1,908.50 £6,991.02 £8,263.92

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross	
06/03/2023	Appliance Professor	PPP	Colour advertising in PPP 136	£	4.92	£	24.58
06/03/2023	Masons	PPP	b&w advertising in PPP 136-139	£	16.20	£	81.00
06/03/2023	C&S	PPP	b&w advertising in PPP 136-139	£	32.40	£	162.00
07/03/2023	P&I/FC	Sport & Leisure	Feb hire of pavilion	£	52.17	£	260.83
TOTAL INCOME PENDING				£	5,017.03	£	16,281.71
				£		£	20,027.55

Summary of those in credit with the parish council:

None £ - £ - £ -

Summary of accounts where the parish council is in credit:

None £ - £ - £ -

Commitments:

		Horwood & James	Administration	Legal costs in association with draft lease to 1st livinghoe & Pitstone Scouts. PO20190227-346/19.8.		tbc	£	-	
credit card	459	Sipgate	Administration	Monthly telephony charge for car scheme	£	-	£	20.00	
credit card	470	LeafletFrog	Donation expenditure	Car scheme leaflet, funded from donation	£	-	£	68.00	
credit card	484	Etay	Administration	Tree plaque re Coronation	£	-	£	14.80	
credit card	485	Astridge Nurseries	Sport & Leisure	Memorial Hawthorne tree, planting pack and root zone	£	31.58	£	157.90	
credit card	486	British Garden Centres	Sport & Leisure	compost for above tree	£	2.00	£	9.99	
credit card	487	Amazon	Administration	Bunting for Coronation	£	20.40	£	102.00	
credit card	488	Amazon	Sport & Leisure	2 x A1 frames for maps for pavilion	£	6.66	£	33.32	
credit card	499	Amazon	Administration	footrest	£	6.67	£	33.32	
credit card	500	Amazon	Administration	wireless keyboard & mouse x 2	£	6.66	£	33.32	
credit card	501	Amazon	Administration	picture frame for volunteer of the year	£	1.33	£	6.62	
credit card	503	ClickSend	Administration	Community car scheme text message service	£	-	£	100.00	
credit card	504	Care Check	Administration	DBS check for car scheme volunteer	£	2.00	£	10.00	
credit card	505	Care Check	Administration	DBS check for car scheme volunteer	£	2.00	£	10.00	
credit card	506	Amazon	Administration	card for volunteer of the year	£	0.54	£	2.71	
credit card	507	Amazon	Administration	laptop stand	£	3.75	£	18.74	
bank charges	auto	Unity Trust Bank	Administration	Bank charges 5/12/22-4/3/23	£	-	£	34.80	
bank charges	502	Unity Trust Bank	Administration	Bank charges 5/12/22-4/3/23	£	-	£	0.30	
		Pitstone Memorial Hall	Grants & Donations	Grant towards black out curtains and new flooring. Up to £6k. Once match funding known.	£	-	£	6,000.00	
		Total Play	Grants & Donations	Contribution towards cricket practice net project with I&PUCC	£	400.00	£	2,000.00	
		Ambivent	S106 cricket nets	S106 element of double lane cricket practice nets (NB total order value £35,112. £10,241+ VAT due on delivery, £18,141+VAT due on practical completion and £878+VAT due on sign off/3m post completion).	£	4,473.40	£	22,367.00	
		Huck Teck	Sport & Leisure	TMV service	£	60.00	£	300.00	
			Sport & Leisure	Repair to tunnel in Recreation Ground playground following vandalism	£	128.00	£	640.00	
				£	5,144.99	£	31,962.82	£	37,107.81

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	23/24 one year extension	£ 3,988.15
Buckinghamshire Council	Precept 1st payment	Due 14/4/23	£ 83,250.00
Buckinghamshire Council	Precept 2nd payment	Due 15/9/23	£ 83,250.00

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries and final skate park summary.