

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

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross	
Various	Various	Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI & NEST	£	-	£ 4,233.11	£ 4,233.11
P155	Roll In Trade Ltd	Youth Café	Café management services for July	£	-	£ 328.03	£ 328.03
P156	Hartgraph	PPP & Guide	Printing of edition 137 of PPP	£	-	£ 815.00	£ 815.00
P157	Lamps & Tubes	Lighting	Upgrade 1 Old Farm to LED	£	99.03	£ 495.13	£ 594.16
P158	Ambivent Facilities Management	Sport & Leisure	Calibrate flamefast	£	22.60	£ 113.00	£ 135.60
P159	Ambivent Facilities Management	Sport & Leisure	AHU filters	£	14.00	£ 70.00	£ 84.00
P173	Groom Ground Maintenance	Sport & Leisure	Pitch care at pavilion in July	£	208.00	£ 1,040.00	£ 1,248.00
P172	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£	9.00	£ 45.00	£ 54.00
P163	R Haynes	Maintenance	Cleaning of 4 bus shelters on 7/8/23	£	-	£ 60.00	£ 60.00
P171	Total Play Ltd	S106 cricket nets	Invoice 1 / Claim 1 re supply & installation of double lane cricket practice nets	£	2,048.20	£ 10,241.00	£ 12,289.00
P176	IMServ	Sport & Leisure	half hourly data collection and EDV charge	£	40.12	£ 200.60	£ 240.72
P179	PKF Littlejohn LLP	Administration	External audit fee	£	84.00	£ 420.00	£ 504.00
P188	Lamps & Tubes	Lighting	Repair Rushendon Furlong lantern	£	29.00	£ 145.00	£ 174.00
P189	Wicksteed	Sport & Leisure	Repairs to Windsor Road and Hever Close play equipment	£	50.64	£ 253.22	£ 303.86
P190	ACE	Sport & Leisure	Fire alarm panel engineer call out	£	17.00	£ 85.00	£ 102.00
P191	Total Play Ltd	S106 & Sport & Leisure	Invoice 2 / Claim 2 re supply & installation of double lane cricket practice nets at point of completion	£	2,878.20	£ 14,391.00	£ 17,269.20
P192	IMServ	Sport & Leisure	Annual maintenance of electricity meter	£	14.27	£ 71.38	£ 85.65
Grants	n/a	Pitstone Memorial Hall Charity	Grants	£	-	£ -	£ -
Sub total of standard bacs				£	5,514.06	£ 33,006.47	£ 38,520.33

Direct debits/charges

direct debit	P170	Regent Gas	Sport & leisure	Pavilion gas 1-31/7/23	£	3.85	£ 77.09	£ 80.94
direct debit	P164	SSE Southern Electric	Sport & leisure	Electric at pavilion for July	£	20.45	£ 409.18	£ 429.63
direct debit	P177	EE	Administration	Facilities manager mobile monthly fee	£	8.01	£ 49.53	£ 57.54
direct debit	P174	Wave	Allotments	Water 15/5-14/8/23	£	-	£ 249.88	£ 249.88
direct debit	P175	Wave	Sport & leisure	Water 15/5-14/8/23	£	-	£ 1,928.08	£ 1,928.08
credit card	P120	Vistaprint	Administration	2 x NHS75 banners	£	21.19	£ 105.93	£ 127.12
credit card	P121	B&Q	Sport & Leisure	paint etc for pavilion	£	32.30	£ 161.50	£ 193.80
credit card direct debit	P126	Sipgate	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
credit card	P128	Leafletfrog	Administration	summer event invitations	£	-	£ 42.00	£ 42.00
credit card	P129	16 Software	Administration	Breevy 4 software	£	-	£ 34.26	£ 34.26
credit card	P147	B&Q	Sport & Leisure	refund for one tin of paint	-£	8.34	-£ 41.66	-£ 50.00
credit card	P148	B&Q	Sport & Leisure	command strips to reattach photographs at pavilion	£	3.23	£ 16.13	£ 19.36
credit card	P149	Post Office	Administration	Postage for summer event invitations (those out of parish)	£	-	£ 7.15	£ 7.15
credit card	P165	Amazon	Administration	invitation envelopes	£	1.09	£ 5.46	£ 6.55
credit card	P166	Amazon	Administration	printer paper	£	5.11	£ 25.56	£ 30.67
credit card	P167	Amazon	Administration	suspension files	£	4.08	£ 20.37	£ 24.45
credit card	P168	Lloyds Bank	Administration	CC monthly fee	£	-	£ 3.00	£ 3.00
direct debit	P152	Sage	Administration	Accounting and payroll software monthly subscription	£	6.80	£ 34.00	£ 40.80
direct debit	p161	NPower	Lighting	1-31/6/23 street light energy	£	7.64	£ 152.70	£ 160.34
direct debit	P153	Buckinghamshire Council	Sport & Leisure	Monthly waste services for July	£	-	£ 28.85	£ 28.85
direct debit	P169	TV Licensing	Sport & leisure	Annual TV licence re pavilion	£	-	£ 159.00	£ 159.00
Sub total of direct debits & charges				£	105.41	£ 3,483.01	£ 3,588.42	
TOTAL OUTGOINGS				£	5,619.47	£ 36,489.48	£ 42,108.75	

Insurance amendments

None required this month

Inter-account transfers

None required this month

Write-offs

None required this month

Receipts received, paid into a NatWest account

	NatWest	Financial	Description	VAT	Net	Gross	
	NatWest	Financial	reserve account interest	£	-	£ 98.65	£ 98.65
	NatWest	Financial	S106 account interest	£	-	£ 0.01	£ 0.01
				£	-	£ 98.66	£ 98.66

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross	
31/07/2023	Kick Box Fit	Sport & Leisure	June hire of the pavilion	£	10.25	£ 51.25	£ 61.50
27/07/2023	Board Games Club	Sport & Leisure	June hire of the pavilion	£	9.23	£ 46.12	£ 55.35

31/07/2023	Damian Stewart Plumbing	PPP & Guide	Advertising in issues 137-140	£	10.20	£	51.01	£	61.21
31/07/2023	HMRC	Administration	1-30/6/23 VAT Return (including £200 on behalf of Recreation Ground Charity)	£	1,085.19	£	-	£	1,085.19
31/08/2023	Recreation Ground Charity	Administration	Cross payment of the £200 detailed above	-£	200.00	£	-	-£	200.00
04/08/2023	Berkhamsted Yoga	Sport & Leisure	May hire of pavilion	£	12.30	£	61.50	£	73.80
04/08/2023	Berkhamsted Yoga	Sport & Leisure	June hire of the pavilion	£	12.30	£	61.50	£	73.80
04/08/2023	Berkhamsted Yoga	Sport & Leisure	July hire of pavilion	£	9.23	£	46.12	£	55.35
	Bucks Federation of WI Speakers Committee	Sport & Leisure	July hire of pavilion	£	19.60	£	98.00	£	117.60
17/08/2023	Buckinghamshire Council	Sport & Leisure	July hire of pavilion	£	18.51	£	92.50	£	111.01
22/08/2023	Hartbeeps	Sport & Leisure	July hire of pavilion	£	41.51	£	207.57	£	249.08
10/08/2023	Zest Yoga	Sport & Leisure	July hire of pavilion	£	6.15	£	30.75	£	36.90
30/08/2023	Buckinghamshire Council	S106 cricket nets	Claim 1 re Invoice 1 for double lane cricket practice nets	£	-	£	10,241.00	£	10,241.00
29/08/2023	HMRC	VAT	1-31/7/23 VAT return	£	665.36	£	-	£	665.36
21/08/2023	Board Games Club	Sport & Leisure	July hire of pavilion	£	9.23	£	46.12	£	55.35
					£1,034.47		£746.32		£1,780.79

TOTAL INCOMINGS	£1,034.47	£844.98	£1,879.45
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Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross	
10/05/2023	HMRC	Sport & Leisure	Claim for overpaid output tax in relation to pitch hire	£	3,220.26	£	3,220.26
02/08/2023	P&I/UC	Sport & Leisure	July hire of pavilion	£	44.37	£	455.20
02/08/2023	Kick Box Fit	Sport & Leisure	July hire of pavilion	£	2.56	£	15.38
02/08/2023	House of Worship	Sport & Leisure	July hire of pavilion	£	11.20	£	67.20
02/08/2023	Com Church	Sport & Leisure	July hire of pavilion	£	6.92	£	41.50
29/08/2023	Kudos (SAS 2) Ltd	Grants and donations	Donation to the parish re noise disturbance from filming at Pitstone Quarry (to pass to 1st Ivinghoe and Pitstone Scouts towards the new scout hut)	£	-	£	2,000.00
30/08/2023	Buckinghamshire Council	S106	Release of S106 funds for cricket nets	£	-	£	12,391.00
TOTAL INCOME PENDING				£	6,123.84	£	27,258.59
						£	33,382.43

Summary of those in credit with the parish council:

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

None	£	-	£	-	£	-
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Commitments:

		Horwood & James	Administration	Legal costs in association with draft lease to 1st Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.		tbcc	£	-
		IAC Ltd	Administration	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	£	79.00	£	395.00
credit card	P132	Tesco	Administration	meeting refreshments	£	0.54	£	3.25
credit card direct debit	P154	Sipgate	Administration	car scheme telephony charge	£	-	£	20.00
credit card	P150	Buckinghamshire Council	Sport & Leisure	Premises Licence for pavilion	£	-	£	70.00
credit card	P160	Amazon	Sport & Leisure	Duck tape re viking swing	£	2.50	£	14.97
credit card	P162	Amazon	Administration	inkjet toner	£	5.22	£	31.34
credit card	P178	Amazon	Sport & Leisure	2 x no parking signs for pavilion	£	-	£	27.36
		Pitstone Memorial Hall Charity	Grants	Grant towards black out curtains and new flooring. Up to £6k. Once match funding known.	£	-	£	6,000.00
		Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway	£	-	£	627.00
		Friends at Brookmead School	Grants	Grant towards outdoor sandpit once project can progress.	£	-	£	1,870.00
		Total Play	S106 cricket nets	S106 element of double lane cricket practice nets final invoice £878+VAT due 3m post completion	£	175.60	£	1,053.60
		ACE	Sport & Leisure	supply, install, test & commission new fire alarm panel	£	150.00	£	900.00
		Ambivent	Sport & Leisure	TMV service	£	60.00	£	360.00
					£	19,457.99	£	108,248.84
							£	127,706.63

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 2nd payment	Due 15/9/23	£ 83,250.00
National Trust	Compensation	Compensation for loss of rag pit, payment 2 of 2, due Jan 24	£ 200.00

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries.