

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR 29 FEBRUARY 2024 MEETING**

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI & NEST		£ 5,063.82	£ 5,063.82
P419	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P420	R Haynes	Maintenance	Cleaning of 4 bus shelters on 5/12/23	£ -	£ 60.00	£ 60.00
P405	Ambivent Facilities Management	Sport & Leisure	fix leaking underfloor heating	£ 32.00	£ 160.00	£ 192.00
P402	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in December & January	£ 200.00	£ 1,000.00	£ 1,200.00
P403	First Environment Limited	Sport & Leisure	Annual water samples at pavilion	£ 57.00	£ 285.00	£ 342.00
P406	Hartgraph	PPP & Guide	PPP printing	£ -	£ 679.00	£ 679.00
P407	Roll In Trade Ltd	Youth Café	January youth café	£ -	£ 447.70	£ 447.70
P414	R D Leonard Ltd	Sport & Leisure	Dispose of broken table	£ -	£ 45.00	£ 45.00
P415	KLS	Sport & Leisure	Consumables for pavilion	£ 39.24	£ 196.19	£ 235.43
P416	KLS	Sport & Leisure	Dishwasher cleaner for pavilion	£ 6.15	£ 30.75	£ 36.90
P417	Eclipse	Sport & Leisure	First half payment for stage for Party in the Park	£ 132.66	£ 663.30	£ 795.96
P418	Vita Electrical Co	Sport & Leisure	Supply & replace Paxton door entry system	£ 220.00	£ 1,100.00	£ 1,320.00
P421	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in April (Groundkeeper had previously omitted to submit this invoice)	£ 124.00	£ 620.00	£ 744.00

Grants	None for consideration on agenda this month			£ -	£ -	£ -
Sub total of standard bacs				£ 820.05	£ 10,395.76	£ 11,215.81

Direct debits/charges

direct debit	P400	EDF	Sport & leisure	Pavilion gas 22/12-22/1/24	£ 22.94	£ 458.73	£ 481.67
direct debit	P434	EDF	Sport & leisure	Pavilion gas 23/1/24-22/2/24	£ 21.14	£ 422.84	£ 443.98
direct debit	P401	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.80	£ 34.00	£ 40.80
		SSE Southern Electric	Sport & leisure	Electric at pavilion - finally caught up with the issues arising from migrating their accounts to their new system:			
credit note	CN 412	SSE Southern Electric	Sport & leisure	Credit note for October energy at pavilion (original P318) then rebilled below	-£ 22.66	-£ 449.70	-£ 472.36
from CN on account above	P413	SSE Southern Electric	Sport & leisure	October energy at pavilion (original P318, then CN412, then rebilled P413, leaving £1.45 credit on account)	£ 22.42	£ 448.49	£ 470.91
direct debit	P433	SSE Southern Electric	Sport & leisure	1-30/11/23 energy at pavilion (468.59 - the £1.45 held on account)	£ 22.31	£ 444.83	£ 467.14
direct debit	P435	SSE Southern Electric	Sport & leisure	1-31/12/23 energy at pavilion	£ 22.36	£ 447.26	£ 469.62
direct debit	P436	SSE Southern Electric	Sport & leisure	1-31/1/24 energy at pavilion	£ 23.86	£ 474.11	£ 497.97
credit card	P357	Amazon	Sport & Leisure	fire assembly point sign & clamp	£ 5.72	£ 28.52	£ 34.24
credit card direct debit	P366	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P367	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P385	Microsoft	Administration	Monthly subscriptions	£ -	£ 10.30	£ 10.30
credit card	P388	Tesco	Administration	Refreshments for volunteers thank you event	£ 16.40	£ 82.01	£ 98.41
credit card	P389	Tring Brewery	Administration	Refreshments for volunteers thank you event	£ 6.40	£ 26.00	£ 32.40
credit card	P390	Amazon	Sport & Leisure	3 x hi vis coats for snow clearance	£ 13.25	£ 66.25	£ 79.50
credit card	P391	Amazon	Sport & Leisure	2 x extra wet floor signs for snow/ice	£ 2.40	£ 11.98	£ 14.38
credit card	P392	Amazon	Sport & Leisure	snow shovel - first	£ 2.17	£ 10.82	£ 12.99
credit card	P393	Amazon	Sport & Leisure	snow shovel - second	£ 2.17	£ 10.82	£ 12.99
credit card	P396	Lock & Key Centre	Sport & Leisure	Replacement container key	£ 1.00	£ 5.00	£ 6.00
credit card	P408	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	P432	EE	Administration	Facilities manager mobile monthly fee	£ 4.38	£ 21.89	£ 26.27
direct debit	P399	NPower	Lighting	1-31/1/24 street light energy	£ 44.61	£ 223.06	£ 267.67
direct debit	P404	Buckinghamshire Council	Sport & Leisure	Monthly waste services for January	£ -	£ 26.30	£ 26.30
direct debit	P409	Wave	Allotments	Water at allotments 15/11/23-14/2/24	£ -	£ 128.76	£ 128.76
direct debit	P410	Wave	Sport & leisure	Water at pavilion 21/11-14/2/24 (including the £39.92 previously held as credit on account)	£ -	£ 67.69	£ 67.69
direct debit	P422	Buckinghamshire Council	Litter & Dog Fouling	Emptying of dog fouling bins 1/4/23-31/3/24	£ 372.16	£ 1,860.82	£ 2,232.98

Sub total of direct debits & charges				£ 589.83	£ 4,898.78	£ 5,488.61
TOTAL OUTGOINGS				£ 1,409.88	£ 15,294.54	£ 16,704.42

Insurance amendments No amendments due this month.

Inter-account transfers None required this month.

Write-offs One broken round table to be written off from the pavilion. Unit not currently being replaced. Asset register entry supplied.

£ - £ 25,000.00 £ 25,000.00

£ - £ - £ -

CCLA Public Sector Deposit Fund

CCLA Financial PSDF Current Balance - £25,227.73
 CCLA Financial Income 31/12/23-31/1/24

VAT Net Gross
 £ - £ 112.38 £ 112.38

Receipts received, paid into a NatWest account

NatWest Financial reserve account interest
 NatWest Financial S106 account interest

VAT Net Gross
 £ - £ 82.97 £ 82.97
 £ - £ 0.01 £ 0.01

£ - £ 82.98 £ 82.98

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
22/01/2024	Repair Café	Sport & Leisure	November hire of pavilion
22/01/2024	JD Ballers	Sport & Leisure	November hire of pavilion
22/01/2024	Tring School (swimming)	PPP & Guide	Advertising in issue 139
23/01/2024	Carter Carpentry & Joinery	PPP & Guide	Advertising in issue 139
23/01/2024	Womens Institute	Sport & Leisure	November hire of pavilion
23/01/2024	Com Church	Sport & Leisure	November hire of pavilion
25/01/2024	HMRC	VAT	1-31/12/23 VAT return
25/01/2024	PE Mead & Sons	PPP & Guide	Advertising in issue 139-142
29/01/2024	AA Environmental Ltd	Sport & Leisure	November hire of pavilion
26/01/2024	National Trust	Pitstone Hill	Compensation for loss of rag pit (Anglian Water element)
01/02/2024	Board Games Group	Sport & Leisure	December hire of pavilion
01/02/2024	Zest Yoga	Sport & Leisure	December hire of pavilion
04/02/2024	PJC Driver Training	Sport & Leisure	Hire of car parking area for driving instruction
05/02/2024	Kick Box Fit	Sport & Leisure	January hire of pavilion
06/02/2024	P&I JFC	Sport & Leisure	January hire of pavilion
07/02/2024	Com Church	Sport & Leisure	January hire of pavilion
07/02/2024	JD Ballers	Sport & Leisure	December hire of pavilion
07/02/2024	JD Ballers	Sport & Leisure	January hire of pavilion
07/02/2024	Hartbeeps	Sport & Leisure	January hire of pavilion
07/02/2024	K Fisher	Sport & Leisure	December hire of pavilion
07/02/2024	K Fisher	Sport & Leisure	January hire of pavilion
14/02/2024	P&I UFC	Sport & Leisure	January hire of pavilion
19/02/2024	House of Worship	Sport & Leisure	January hire of pavilion
26/02/2024	M Marsden	Sport & Leisure	April hire of the pavilion
27/02/2024	P&I UFC	Sport & Leisure	December hire of pavilion
27/02/2024	HMRC	VAT	VAT Return 1-31/1/24

	VAT	Net	Gross
£	8.20	£ 41.00	£ 49.20
£	-	£ 61.20	£ 61.20
£	4.92	£ 24.58	£ 29.50
£	2.50	£ 12.50	£ 15.00
£	11.20	£ 56.00	£ 67.20
£	6.92	£ 34.58	£ 41.50
£	450.87	£ -	£ 450.87
£	10.20	£ 51.01	£ 61.21
£	27.67	£ 138.33	£ 166.00
£	-	£ 200.00	£ 200.00
£	4.61	£ 23.07	£ 27.68
£	-	£ 36.90	£ 36.90
£	-	£ 40.00	£ 40.00
£	8.20	£ 41.00	£ 49.20
£	-	£ 604.80	£ 604.80
£	7.67	£ 38.33	£ 46.00
£	-	£ 30.60	£ 30.60
£	-	£ 30.60	£ 30.60
£	27.00	£ 135.00	£ 162.00
£	-	£ 37.80	£ 37.80
£	-	£ 37.80	£ 37.80
£	30.97	£ 280.83	£ 311.80
£	12.33	£ 61.67	£ 74.00
£	11.50	£ 57.50	£ 69.00
£	30.97	£ 280.83	£ 311.80
£	470.73	£ -	£ 470.73

£1,126.46 £2,355.93 £3,482.39

TOTAL INCOMINGS £1,126.46 £2,438.91 £3,565.37

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
02/01/2024	Cloud & More	Sport & Leisure	December hire of pavilion
04/02/2024	Berkhamsted Yoga	Sport & Leisure	January hire of pavilion
04/02/2024	Board Games Group	Sport & Leisure	January hire of pavilion
23/02/2024	E Klein	Sport & Leisure	March hire of the pavilion

VAT	Net	Gross
£	12.00	£ 60.00
£	-	£ 55.35
£	9.23	£ 46.12
£	15.42	£ 77.08

TOTAL INCOME PENDING £ 36.65 £ 238.55 £ 275.20

Summary of those in credit with the parish council:

None £ - £ - £ -

Summary of accounts where the parish council is in credit:

£1.45 on SSE account following above Credit note/invoice for October. However, Nov, Dec & Jan invoices still not received. £ - £ 1.45 £ 1.45

Commitments:

		Horwood & James	Administration	Legal costs in association with draft lease to 1st Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.			tbc	£		-
		IAC Ltd	Administration	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	£	79.00	£	395.00	£	474.00
credit card direct debit	P370	Sipgate	Administration	council telephony charge	£	-	£	15.00	£	15.00
credit card direct debit	P371	Sipgate	Administration	car scheme telephony charge	£	-	£	20.00	£	20.00
credit card direct debit	P411	Microsoft	Administration	software monthly subscription	£	-	£	10.30	£	10.30
credit card	P423	Amazon	Sport & Leisure	mop & bucket for pavilion	£	7.33	£	36.62	£	43.95
credit card	P424	Amazon	Administration	bungee cords and card for volunteer of year	£	1.55	£	7.69	£	9.24
credit card	P437	Land registry.gov.co.uk	Administration	land registry title for trees obscuring street light	£	-	£	3.00	£	3.00
		Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway	£	-	£	627.00	£	627.00
		Eclipse	Sport & Leisure	Second half payment for stage for Party in the Park (due June)	£	132.66	£	663.30	£	795.96
					£	220.54	£	1,777.91	£	1,998.45

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	First payment 15/4/24	£ 86,215.00
Buckinghamshire Council	Precept	Second payment 16/9/24	£ 86,215.00

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries.