

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR 4 JANUARY 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		£ 4,685.74	£ 4,685.74
P322	R D Leonard Ltd	Sport & Leisure	Repair boot scraper, install memorial bench & dispose of one bench	£ -	£ 140.00	£ 140.00
P352	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P324	R Haynes	Maintenance	Cleaning of 4 bus shelters on 5/12/23	£ -	£ 60.00	£ 60.00
P325	Lamps & Tubes	Street Lighting	Repair to 29 Crispin Field colum - photocell	£ 29.00	£ 145.00	£ 174.00
P338	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in November	£ 71.00	£ 355.00	£ 426.00
P339	Groom Grounds Maintenance	Sport & Leisure	Recreation ground maintenance Oct-Dec	£ 232.00	£ 1,160.00	£ 1,392.00
P349	Ambivent	Sport & Leisure	Replace pump etc	£ 145.60	£ 728.00	£ 873.60
P354	Ambivent	Sport & Leisure	service kit for boiler	£ 31.60	£ 158.00	£ 189.60
P350	Aylesbury Fire Systems	Sport & Leisure	Annual fire equipment service	£ 19.99	£ 99.95	£ 119.94
P351	Vita Electrical	Sport & Leisure	PAT and emergency lighting annual tests	£ 58.50	£ 292.50	£ 351.00
P356	Pitstone Memorial Hall	Litter & Dog Fouling	Wheelie bin use Jan-Dec, minus £1 hall rent to PPC	£ -	£ 139.00	£ 139.00
P364	Roll In Trade Ltd	Youth Café	November youth café and safeguarding training	£ -	£ 630.69	£ 630.69
P365	Roll In Trade Ltd	Youth Café	December youth café and hoodies	£ -	£ 660.80	£ 660.80
Grants	n/a	None for approval this month	Grants	£ -	£ -	£ -
Sub total of standard bacs				£ 596.69	£ 9,299.68	£ 9,896.37

Direct debits/charges

direct debit	P321	EDF	Sport & leisure	Pavilion gas 26/10/23-29/11/23 (includes £30 goodwill payment discount)	£ 22.11	£ 412.17	£ 434.28
direct debit	P363	EDF	Sport & leisure	Pavilion gas 30/11/23-21/12/23	£ 14.86	£ 297.20	£ 312.06
direct debit	P323	Microsoft	Administration	Monthly subscriptions	£ -	£ 10.30	£ 10.30
credit card	P282	Microsoft	Administration	Upgrade to subscription to facilitate access to Teams	£ -	£ 10.30	£ 10.30
credit card	P284	ScrewFix	Litter & dog fouling, Sport & Leisure	Silicone sealant for CCTV and screws for dog fouling signs	£ 2.54	£ 12.67	£ 15.21
credit card	P285	British Legion	Grants	Additional wreath to lay at livinghoe church	£ 4.84	£ 24.14	£ 28.98
credit card direct debit	P292	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P293	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card	P301	Leafletfrog	Administration	printing of invitation to Jan 24 event	£ -	£ 42.00	£ 42.00
credit card	P302	Accu	Sport & Leisure	Parts to repair vandalised springer	£ 1.92	£ 9.59	£ 11.51
credit card	P320	Amazon	Sport & Leisure	2 new extension cables	£ 4.86	£ 24.26	£ 29.12
credit card	P333	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit		SSE Southern Electric	Sport & Leisure	Electric at pavilion - not yet received			
direct debit	P355	EE	Administration	Facilities manager mobile monthly fee	£ -	£ 2.29	£ 2.29
direct debit	P328	Sage	Administration	Accounting and payroll software monthly subscription - December	£ 6.80	£ 34.00	£ 40.80
direct debit	P368	Sage	Administration	Accounting and payroll software monthly subscription - January	£ 6.80	£ 34.00	£ 40.80
direct debit	P326	NPower	Lighting	1-30/11/23 street light energy	£ 40.24	£ 201.22	£ 241.46
direct debit	P329	Buckinghamshire Council	Sport & Leisure	Monthly waste services for November	£ -	£ 26.30	£ 26.30
direct debit	P308	Wave	Sport & Leisure	Water at pavilion 15/8-14/11/23 - subsequently cleared down with below credit note as sewerage rebate had not been applied	£ -	£ 2,113.79	£ 2,113.79
credit note	P308a	Wave	Sport & Leisure	credit note as per above	£ -	£ 2,113.79	£ 2,113.79
credit note	P334 ref P175	Wave	Sport & Leisure	Credit note re water at pavilion 15/5-14/8/23, cleared down completely and rebilled re sewerage rebate	£ -	£ 1,928.08	£ 1,928.08
credit on account	P335	Wave	Sport & Leisure	Rebill of water at pavilion 15/5-10/10/23 re above taking sewerage rebate into account	£ -	£ 1,841.71	£ 1,841.71
credit on account	P336	Wave	Sport & Leisure	Rebill of water at pavilion 11/10-20/11/23 re above taking sewerage rebate into account. Final position £39.92 in credit.	£ -	£ 46.45	£ 46.45
charge	P353	Unity Trust Bank	Administration	Charges for cash/cheque services 4/9-4/12/23	£ -	£ 1.80	£ 1.80
charge	P337	Unity Trust Bank	Administration	Bank charges 4/9-4/12/23	£ -	£ 47.10	£ 47.10
Sub total of direct debits & charges				£ 104.97	£ 1,187.42	£ 1,292.39	
TOTAL OUTGOINGS				£ 701.66	£ 10,487.10	£ 11,188.76	

Insurance amendments

No amendments due this month.

Inter-account transfers

None required this month.

£ - £ 25,000.00 £ 25,000.00

Write-offs

One bench on the recreation ground removed and replaced with new memorial bench.

£ - £ - £ -

CCLA Public Sector Deposit Fund Investment Income

CCLA Financial PSDF Investment Income

VAT	Net	Gross
£ -	£ 7.20	£ 7.20
£ -	£ 7.20	£ 7.20

Receipts received, paid into a NatWest account

NatWest Financial reserve account interest
 NatWest Financial S106 account interest

VAT	Net	Gross
£ -	£ 84.18	£ 84.18
£ -	£ 0.01	£ 0.01
£ -	£ 84.19	£ 84.19

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
30/11/2023	Berkhamsted Yoga	Sport & Leisure	Sept hire of pavilion - chased
05/12/2023	Buckinghamshire Council	S106	Final draw down of S106 funding for cricket nets
01/12/2023	Board Games Group	Sport & Leisure	Oct hire of pavilion
15/12/2023	Sports Injury Clinic	PPP & Guide	Advertising in issue 139
14/12/2023	Cloud & More	Sport & Leisure	Hire of car parking spaces
14/12/2023	Leewood Recycling Ltd	PPP & Guide	Advertising in issue 139
15/12/2023	Green Room	PPP & Guide	Advertising in issue 139
18/12/2023	Kick Box Fit	Sport & Leisure	November hire of pavilion
20/12/2023	House of Worship	Sport & Leisure	November hire of pavilion
02/01/2024	Jazzercise	PPP & Guide	Advertising in issue 139-142
02/01/2024	P&I JFC	Sport & Leisure	November hire of pavilion
03/01/2023	Berkhamsted Yoga	Sport & Leisure	Oct hire of pavilion
03/01/2023	Berkhamsted Yoga	Sport & Leisure	November hire of pavilion
03/01/2023	Berkhamsted Yoga	Sport & Leisure	December hire of pavilion
03/01/2023	Hartbeeps	Sport & Leisure	November hire of pavilion
03/01/2023	Hartbeeps	Sport & Leisure	December hire of pavilion
03/01/2023	Zest Yoga	Sport & Leisure	November hire of pavilion
03/01/2023	P&I UFC	Sport & Leisure	Oct hire of pavilion
03/01/2023	HMRC	VAT	1-30/11/23 VAT return

VAT	Net	Gross
£ 12.30	£ 61.50	£ 73.80
£ -	£ 878.00	£ 878.00
£ 9.23	£ 46.12	£ 55.35
£ 4.50	£ 22.50	£ 27.00
£ 12.00	£ 60.00	£ 72.00
£ 9.83	£ 49.17	£ 59.00
£ 4.92	£ 24.58	£ 29.50
£ 8.20	£ 41.00	£ 49.20
£ 11.20	£ 56.00	£ 67.20
£ 17.70	£ 88.49	£ 106.19
£ -	£ 466.20	£ 466.20
£ 12.30	£ 61.50	£ 73.80
£ -	£ 92.25	£ 92.25
£ -	£ 36.90	£ 36.90
£ 45.10	£ 225.50	£ 270.60
£ 33.83	£ 169.12	£ 202.95
£ -	£ 73.80	£ 73.80
£ 44.37	£ 554.83	£ 599.20
£ 933.05	£ -	£ 933.05
£1,158.53	£3,007.46	£4,165.99

TOTAL INCOMINGS **£1,158.53** **£3,098.85** **£4,257.38**

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
26/11/2023	Buckinghamshire Council	Grants Received	Community Board contribution towards Local Wildlife Site Information Panels
13/12/2023	Appliance Professor	PPP & Guide	Advertising in issue 139
13/12/2023	Handyman Dave	PPP & Guide	Advertising in issue 139-142
13/12/2023	PE Mead & Sons	PPP & Guide	Advertising in issue 139-142
13/12/2023	Little IT Company	PPP & Guide	Advertising in issue 139-142 (moved location from inside back, to within body)
14/12/2023	PJC Driver Training	Sport & Leisure	Hire of car parking area for driving instruction
14/12/2023	P&I UFC	Sport & Leisure	November hire of pavilion
14/12/2023	Board Games Group	Sport & Leisure	November hire of pavilion
14/12/2023	Com Church	Sport & Leisure	November hire of pavilion
14/12/2023	JD Ballers	Sport & Leisure	November hire of pavilion
14/12/2023	Repair Café	Sport & Leisure	November hire of pavilion
14/12/2023	AA Environmental Ltd	Sport & Leisure	November hire of pavilion
14/12/2023	Womens Institute	Sport & Leisure	November hire of pavilion
14/12/2023	Cloud & More	Sport & Leisure	November hire of pavilion car park spaces
31/12/2023	Carter Carpentry & Joinery	PPP & Guide	Advertising in issue 139
02/01/2024	National Trust	Pitstone Hill	Compensation for loss of rag pit (Anglian Water element)
02/01/2024	Cloud & More	Sport & Leisure	December hire of pavilion

VAT	Net	Gross
£ -	£ 2,500.00	£ 2,500.00
£ 4.92	£ 24.58	£ 29.50
£ 9.00	£ 45.00	£ 54.00
£ 10.20	£ 51.01	£ 61.21
£ 17.70	£ 88.49	£ 106.19
£ -	£ 40.00	£ 40.00
£ 17.57	£ 246.83	£ 264.40
£ 8.20	£ 41.00	£ 49.20
£ 6.92	£ 34.58	£ 41.50
£ -	£ 61.20	£ 61.20
£ 8.20	£ 41.00	£ 49.20
£ 27.67	£ 138.33	£ 166.00
£ 11.20	£ 56.00	£ 67.20
£ 12.00	£ 60.00	£ 72.00
£ 2.50	£ 12.50	£ 15.00
£ -	£ 200.00	£ 200.00
£ 12.00	£ 60.00	£ 72.00

02/01/2024	House of Worship	Sport & Leisure	December hire of pavilion	£	11.20	£	56.00	£	67.20
02/01/2024	P&I JFC	Sport & Leisure	December hire of pavilion	£	-	£	415.80	£	415.80
02/01/2024	Kick Box Fit	Sport & Leisure	December hire of pavilion	£	6.15	£	30.75	£	36.90
02/01/2024	Zest Yoga	Sport & Leisure	December hire of pavilion	£	-	£	36.90	£	36.90
02/01/2024	P&I UFC	Sport & Leisure	December hire of pavilion	£	30.97	£	280.83	£	311.80
02/01/2024	JD Ballers	Sport & Leisure	December hire of pavilion	£	-	£	30.60	£	30.60
02/01/2024	K Fisher	Sport & Leisure	December hire of pavilion	£	-	£	37.80	£	37.80
02/01/2024	Board Games Group	Sport & Leisure	December hire of pavilion	£	4.61	£	23.07	£	27.68

TOTAL INCOME PENDING	£	3,586.72	£	11,932.48	£	15,519.20
-----------------------------	----------	-----------------	----------	------------------	----------	------------------

Summary of those in credit with the parish council:

None	£	-	£	-	£	-
------	---	---	---	---	---	---

Summary of accounts where the parish council is in credit:

Wave re water at the pavilion, following sewerage rebate	£	-	£	39.92	£	39.92
--	---	---	---	-------	---	-------

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
charge	P337	Unity Trust Bank	Administration	Bank charges 4/9-4/12/23	£	-	£	47.10	£	47.10
credit card direct debit	P327	Sipgate	Administration	council telephony charge	£	-	£	15.00	£	15.00
credit card	P330	High Speed Training	Sport & Leisure	Fire warden refresher training	£	7.00	£	35.00	£	42.00
credit card	P331	DHF Products	Administration	Blank road sign mounts	£	26.25	£	131.26	£	157.51
credit card	P332	Tesco	Administration	Christmas gift & card for 5 employees	£	11.50	£	57.52	£	69.02
credit card	P357	Amazon	Sport & Leisure	fire assembly point sign & clamp	£	5.72	£	28.52	£	34.24
credit card	P358	Amazon	Sport & Leisure	black sacks for kitchen bins	£	6.66	£	33.32	£	39.98
credit card	P359	Amazon	Administration	pens	£	0.80	£	3.99	£	4.79
credit card	P360	Amazon	Administration	plastic wallets	£	2.00	£	10.04	£	12.04
credit card	P361	Amazon	Sport & Leisure	combination padlock for recreation ground play space	£	2.00	£	9.99	£	11.99
credit card	P362	Amazon	Administration	A4 paper	£	5.10	£	25.49	£	30.59
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
		Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway	£	-	£	627.00	£	627.00
		Friends at Brookmead School	Grants	Grant towards outdoor sandpit once project can progress.	£	-	£	1,870.00	£	1,870.00
		Lamps & Tubes Illuminations	Lighting	Christmas illuminations x 2 sites	£	319.40	£	1,597.00	£	1,916.40
					£	465.43	£	67,786.76	£	76,375.98

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	
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.