

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

**Expenditure from Unity**

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, increase in National Living Wage, increase in SCP, HMRC	£	-	£ 4,748.43
P39	Roll In Inc	Youth Café	PAYE & NI & NEST	£	-	£ 124.43
P40	Roll In Inc	Youth Café	March youth café	£	-	£ 291.12
P45	Lamps & Tubes Illuminations	Lighting	April youth café	£	198.05	£ 990.26
P46	Hartgraph	PPP & Guide	Replacement LED lanterns for 2 x Recreation Ground columns	£	-	£ 714.00
P55	Tanswell Technology Ltd	Administration	Printing of PPP issue 136	£	9.00	£ 45.00
P69	A Mitra	Youth Café	Monthly broadband & IT support	£	3.30	£ 16.50
P70	IAC Ltd	Administration	Refund of provisions for youth café coronation lunch	£	75.05	£ 375.25
P71	Action4Youth	Youth Café	Internal audit fee	£	-	£ 110.00
P73	R D Leonard Ltd	Sport & Leisure	Annual membership	£	-	£ 44.00
P74	R Haynes	Maintenance	Repair broken traverse rope in Recreation Ground play area	£	-	£ 60.00
P75	Roll In Inc	Youth Café	Clearing of 4 bus shelters on 22/5/23	£	-	£ 92.93
P76	Ross Lawry Agricultural Services	Devolved Services, Pitstone Hill & Grass Cutting	May youth café	£	-	£ 3,905.00
Grants/Donations	n/a	Pitstone Memorial Hall Charity	Grass cutting and footpath maintenance	£	-	£ -
		Grants	Grant under consideration at meeting, value tbc	£	-	£ -
<b>Sub total of standard bacs</b>				<b>£</b>	<b>285.40</b>	<b>£ 11,516.92</b>
						<b>£ 11,802.33</b>

**Direct debits/charges**

direct debit	P58	Regent Gas	Sport & leisure	Pavilion gas 1-30/4/23	£	6.35	£ 127.09	£ 133.44
direct debit	P42	SSE Southern Electric	Sport & leisure	Electric at pavilion for April	£	20.55	£ 411.17	£ 431.72
direct debit	P54	EE	Administration	Facilities manager mobile monthly fee	£	7.63	£ 47.65	£ 55.28
credit card	503	ClickSend	Administration	Community car scheme text message service	£	-	£ 100.00	£ 100.00
credit card	P09	Microsoft	Administration	3 x annual licences	£	-	£ 309.60	£ 309.60
credit card	P15	LeafletFrog	Administration	Coronation trail leaflets	£	-	£ 32.00	£ 32.00
credit card	P17	Amazon	Administration	Pens for kids competition	£	1.41	£ 7.02	£ 8.43
credit card	P18	Amazon	Youth Café	spoons for youth café coronation picnic	£	0.83	£ 4.12	£ 4.95
credit card	P19	Amazon	Youth Café	napkins for youth café coronation picnic	£	1.25	£ 6.24	£ 7.49
credit card	P20	Amazon	Youth Café	plates for youth café coronation picnic	£	1.92	£ 9.57	£ 11.49
credit card	P21	Amazon	Youth Café	sacks for youth café coronation picnic	£	1.03	£ 5.15	£ 6.18
credit card	P22	Amazon	Youth Café	plastic cups for youth café coronation picnic	£	0.98	£ 4.90	£ 5.88
credit card	P51	MS&N Ltd	Administration	postage of annual assembly agendas	£	-	£ 6.00	£ 6.00
credit card	P52	LeafletFrog	Administration	printing of annual assembly agenda	£	-	£ 70.00	£ 70.00
credit card	P53	Lloyds Bank	Administration	CC monthly fee	£	-	£ 3.00	£ 3.00
credit card direct debit	P04	Sipgate	Administration	Car scheme telephony charge	£	-	£ 20.00	£ 20.00
credit card direct debit	P05	Sipgate	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
direct debit	P41	Sage	Administration	Accounting and payroll software monthly subscription	£	6.20	£ 31.00	£ 37.20
direct debit	P43	NPower	Lighting	1-30/4/23 street light energy	£	8.78	£ 175.51	£ 184.29
direct debit	P44	Buckinghamshire Council	Sport & Leisure	Monthly waste services for April, including duty of care charge	£	-	£ 113.85	£ 113.85
direct debit	P56	Wave	Sport & leisure	Water at the allotment site 15/2-14/5/23	£	-	£ 218.00	£ 218.00
direct debit	P57	Wave	Sport & leisure	Water at pavilion 8/3-14/5/23	£	-	£ 68.02	£ 68.02
<b>Sub total of direct debits &amp; charges</b>				<b>£</b>	<b>56.93</b>	<b>£ 1,784.89</b>	<b>£ 1,841.82</b>	
<b>TOTAL OUTGOINGS</b>				<b>£</b>	<b>342.33</b>	<b>£ 13,301.81</b>	<b>£ 13,644.15</b>	

**Insurance amendments**

Added container shelving, pencil bollard, sound panels & metal fencing to cover & advised of new financial limits.

**Inter-account transfers**

£1542.56 from NatWest S106 Hever Close account, to Unity Trust account, to recompense expenditure during the 2022-23 financial year, complete

£ - £ 1,542.56 £ 1,542.56

**Write-offs**

The youth café items donated to PACE ie a Playstation 3, 2 monitors, a projector and some board games as per last months resolution.

£ - £ - £ -

**Receipts received, paid into a NatWest account**

Company/Name	Cost Centre	Description	VAT	Net	Gross
NatWest	Financial	reserve account interest	£	-	£ 68.31
NatWest	Financial	S106 account interest	£	-	£ 1.21
			<b>£</b>	<b>-</b>	<b>£ 69.52</b>

£ - £ 68.31 £ 68.31  
£ - £ 1.21 £ 1.21  
**£ - £ 69.52 £ 69.52**

**Receipts received, paid into Unity account**

Company/Name	Cost Centre	Description	VAT	Net	Gross
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£ - £ - £ -

28/04/2023	P E Mead & Sons	PPP	upgrade to colour advertising in PPP 136-138	£	0.90	£	4.48	£	5.38
28/04/2023	Board Games Group	Sport & Leisure	March hire of pavilion	£	9.23	£	46.12	£	55.35
03/05/2023	C&S	PPP	advertising in PPP 136-139 (1 b&w and 3 colour)	£	34.65	£	173.26	£	207.91
02/05/2023	Kickbox Fit	Sport & Leisure	March hire of pavilion	£	10.25	£	51.25	£	61.50
11/05/2023	Zest Yoga	Sport & Leisure	April hire of pavilion	£	6.15	£	30.75	£	36.90
11/05/2023	Hartbeeps	Sport & Leisure	April hire of pavilion	£	25.63	£	128.12	£	153.75
22/05/2023	Over 60's Club	Grants and donations received	Donation in appreciation of support extended to the >60s Club	£	-	£	100.00	£	100.00
10/05/2023	Pitstone House of Worship	Sport & Leisure	April hire of pavilion	£	11.20	£	56.00	£	67.20
19/05/2023	HMRC	VAT	VAT return for 1-30/4/23	£	451.48	£	-	£	451.48
22/05/2023	P&IJFC	Sport & Leisure	March and April hire of the pavilion	£	-	£	905.40	£	905.40
22/05/2023	Masons	PPP	Upgrade advertising to colour	£	1.12	£	5.62	£	6.74
					<b>£550.61</b>		<b>£1,501.00</b>		<b>£2,051.61</b>
<b>TOTAL INCOMINGS</b>					<b>£550.61</b>		<b>£1,570.52</b>		<b>£2,121.13</b>

#### Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
10/05/2023	Womens Institute	Sport & Leisure	April hire of pavilion	£	11.20	£ 56.00
10/05/2023	Berkhamsted Yoga	Sport & Leisure	April hire of pavilion	£	12.30	£ 61.50
10/05/2023	Board Games Group	Sport & Leisure	April hire of pavilion	£	9.23	£ 46.12
10/05/2023	Kickbox Fit	Sport & Leisure	April hire of pavilion	£	6.15	£ 30.75
10/05/2023	P&IJFC	Sport & Leisure	March and April hire of the pavilion	£	48.53	£ 431.66
10/05/2023	HMRC	Sport & Leisure	Claim for overpaid output tax in relation to pitch hire	£	3,220.26	£ -
23/05/2023	A Wood	Sport & Leisure	June hire of pavilion for event on 18/6/23 (including £50 refundable deposit)	£	19.53	£ 97.67
23/05/2023	British Mountain Bike Orienteering	Sport & Leisure	Hire of pavilion for event on 10/6/23	£	24.21	£ 121.04
23/05/2023	J Thorpe	Sport & Leisure	Hire of pavilion for event on 17/6/23	£	27.35	£ 136.78
<b>TOTAL INCOME PENDING</b>				<b>£</b>	<b>4,479.98</b>	<b>£ 4,053.04</b>

#### 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.		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	P47	Sipgate	parish council telephony call charges	£	-	£ 15.00	£ 15.00
credit card	P48	1Password	annual licence \$114.91 so need to see conversation rate				
credit card	P49	Amazon	cable ties	£	1.50	£ 7.50	£ 9.00
credit card	P50	Amazon	neutradol	£	4.83	£ 24.14	£ 28.97
credit card	P59	Amazon	popper wallets	£	6.39	£ 32.01	£ 38.40
credit card	P60	Amazon	goal locks	£	13.36	£ 66.56	£ 79.92
credit card	P72	Road Signs Direct	Police Speed Check Area signs	£	18.14	£ 90.70	£ 108.84
	Pitstone Memorial Hall	Grants	Grant towards black out curtains and new flooring. Up to £6k. Once match funding known.	£	-	£ 6,000.00	£ 6,000.00
	Friends at Brookmead School	Grants	Grant towards outdoor sandpit once project can progress.	£	-	£ 1,870.00	£ 1,870.00
	Total Play	Grants	Contribution towards cricket practice net project with I&PUCC	£	400.00	£ 2,000.00	£ 2,400.00
	Total Play	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	£ 26,840.40
	Ambivent	Sport & Leisure	TMV service	£	60.00	£ 300.00	£ 360.00
				<b>£</b>	<b>14,988.85</b>	<b>£ 60,742.27</b>	<b>£ 75,731.13</b>

#### 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

#### Bank Reconciliation & S106 Summary:

See separate document

#### Project Summaries:

See separate sheets for allotment and pavilion financial summaries.