

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR NOVEMBER 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 and backdated NJC	£	5,970.56	£ 5,970.56
P280	Impact Signs	Projects & Community Board Grant	4 x Information Panels for Local Wildlife Site (to be part funded by Community Board)	£	832.20	£ 4,161.00
P278	AJGallagher	Administration	Addition of cricket nets to insurance	£	-	£ 146.51
P300	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£	9.00	£ 45.00
P305	R Haynes	Maintenance	Cleaning of 4 bus shelters on 6/11/23	£	-	£ 60.00
P296	Roll In Co	Youth Café	Youth café services for Oct	£	-	£ 458.70
P294	Lamps & Tubes	Street Lighting	Replacement of control panel cover following vandalism	£	37.00	£ 185.00
P281	Amber Signs Berkhamsted Ltd	Sport & Leisure	Car park signs for pavilion	£	62.00	£ 310.00
P283	TCPA	Administration	Annual subscription (if resolve to renew)	£	9.64	£ 80.36
P286	Swarco	Repairs & maintenance	3-year service contract for 2 x mVAS units (if resolve to renew)	£	338.70	£ 1,693.50
P287	Huck Teck	Sport & Leisure	playground repairs - main works	£	770.39	£ 3,851.96
P288	Huck Teck	Sport & Leisure	playground repairs - extra handle	£	13.50	£ 67.50
P303	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in October	£	169.00	£ 845.00
P306	Glasdon	Seating	Memorial bench	£	279.06	£ 1,395.30
P295	Hallmaster	Sport & Leisure	Annual subscription (if resolve to renew)	£	27.00	£ 135.00
P299	Security Solutions	Sport & Leisure	Annual maintenance contract for turnstile	£	87.15	£ 435.75
P309	Ross Lawry Agricultural Services	Devolved Services / Sport & Leisure	grass cutting, hedge cutting and siding out	£	-	£ 1,905.00
P319	Total Play	S106 cricket nets	S106 element of double lane cricket practice nets final invoice £878+VAT due 3m post completion.	£	175.60	£ 878.00
Grants	n/a	None for approval this month	n/a	£	-	£ -
Sub total of standard bacs				£	2,810.24	£ 22,624.14
				£		£ 25,434.38

Direct debits/charges

direct debit	P279	EDF	Sport & leisure	Pavilion gas 1/9/23-25/10/23 (first bill)	£	20.73	£ 414.52	£ 435.25
credit card direct debit	P238	Sipgate	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
credit card	P243	Care check	Administration	DBS check for car scheme volunteer	£	-	£ 12.00	£ 12.00
credit card	P246	Royal British Legion	Grants	Annual donation to Poppy Appeal	£	-	£ 150.00	£ 150.00
credit card	P268	Amazon	Administration	Tool bag for mvas	£	-	£ 20.18	£ 20.18
credit card	P269	Care Check	Administration	DBS check for car scheme	£	2.00	£ 10.00	£ 12.00
credit card	P270	Amazon	Administration	C5 envelopes	£	2.14	£ 10.69	£ 12.83
credit card	P271	Amazon	Administration	C6 envelopes	£	1.66	£ 8.32	£ 9.98
credit card	P272	Amazon	Administration	popper wallets	£	3.62	£ 18.07	£ 21.69
credit card	P273	Amazon	Litter & dog fouling	dog fouling signs	£	1.50	£ 7.47	£ 8.97
credit card	P274	Amazon	Sport & Leisure	neutradol for pavilion	£	4.83	£ 24.12	£ 28.95
credit card	P275	Amazon	Administration	printer paper	£	5.10	£ 25.49	£ 30.59
credit card	P276	Post Office	Administration	Application form to CCLA	£	-	£ 2.70	£ 2.70
credit card	P277	Post Office	PPP & Guide	Stamps for PPP x 2 editions	£	-	£ 24.00	£ 24.00
credit card direct debit	P298	Clicksend	Administration	car scheme text message service	£	-	£ 100.00	£ 100.00
credit card	P297	Lloyds Bank	Administration	CC monthly fee	£	-	£ 3.00	£ 3.00
direct debit	P318	SSE Southern Electric	Sport & leisure	Electric at pavilion	£	22.66	£ 449.70	£ 474.36
direct debit	P304	EE	Administration	Facilities manager mobile monthly fee	£	7.26	£ 45.78	£ 53.04
direct debit	p290	Sage	Administration	Accounting and payroll software monthly subscription	£	6.80	£ 34.00	£ 40.80
direct debit	P289	NPower	Lighting	1-31/10/23 street light energy	£	8.53	£ 170.61	£ 179.14
direct debit	P291	Buckinghamshire Council	Sport & Leisure	Monthly waste services for October	£	-	£ 28.85	£ 28.85
direct debit	P307	Wave	Allotments	Water at allotments 15/8-14/11/23	£	-	£ 41.51	£ 41.51
Sub total of direct debits & charges				£	86.83	£ 1,616.01	£ 1,704.84	
TOTAL OUTGOINGS				£	2,897.07	£ 24,240.15	£ 27,139.22	

Insurance amendments

Cricket nets now added to insurance. Asset register updated with new memorial bench, insurance policy not amended.

Inter-account transfers

Transfer to Public Sector Deposit Fund complete

£ - £ 25,000.00 £ 25,000.00

Write-offs

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

£ - £ - £ -

Receipts received, paid into a NatWest account

NatWest	Financial	reserve account interest
NatWest	Financial	S106 account interest

	VAT		Net		Gross
£	-	£	111.90	£	111.90
£	-	£	-	£	-
£	-	£	111.90	£	111.90

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
27/10/2023	McGuire	Allotments	Allotment tenancy
30/10/2023	Parkins	Allotments	Allotment tenancy
01/11/2023	Board Games Group	Sport & Leisure	Sept hire of pavilion
01/11/2023	Edwards	Allotments	Allotment tenancy
16/11/2023	Womens Institute	Sport & Leisure	Oct hire of pavilion
09/11/2023	P&I UFC	Sport & Leisure	Sept hire of pavilion
14/11/2023	Buckinghamshire Council	Sport & Leisure	Oct hire of pavilion
08/11/2023	P&I JFC	Sport & Leisure	Oct hire of pavilion
07/11/2023	Com Church	Sport & Leisure	Oct hire of pavilion
07/11/2023	Zest Yoga	Sport & Leisure	Oct hire of pavilion
07/11/2023	Hartbeeps	Sport & Leisure	Oct hire of pavilion
06/11/2023	J D Ballers	Sport & Leisure	Oct hire of pavilion
06/11/2023	Kick Box Fit	Sport & Leisure	Oct hire of pavilion
17/11/2023	HMRC	Sport & Leisure	Claim for overpaid output tax in relation to pitch hire (including £4.94 interest)
20/11/2023	JD Ballers	Sport & Leisure	Charity football match at pavilion 19-11-23
27/11/2023	HMRC	VAT	VAT return 1-31/10/23
21/11/2023	House of Worship	Sport & Leisure	Oct hire of pavilion

	VAT		Net		Gross
£	-	£	15.00	£	15.00
£	-	£	15.00	£	15.00
£	9.23	£	46.12	£	55.35
£	-	£	15.00	£	15.00
£	11.20	£	56.00	£	67.20
£	44.37	£	458.83	£	503.20
£	14.45	£	72.25	£	86.70
£	-	£	100.80	£	100.80
£	6.92	£	34.58	£	41.50
£	6.15	£	30.75	£	36.90
£	39.98	£	199.87	£	239.85
£	-	£	91.80	£	91.80
£	10.25	£	51.25	£	61.50
£	3,233.94	£	-	£	3,233.94
£	-	£	73.33	£	73.33
£	2,216.38	£	-	£	2,216.38
£	11.20	£	56.00	£	67.20
£3,376.49		£1,187.25		£4,563.74	
TOTAL INCOMINGS	£3,376.49		£1,299.15		£4,675.64

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
08/10/2023	Berkhamsted Yoga	Sport & Leisure	Sept hire of pavilion - chased
03/11/2023	Board Games Group	Sport & Leisure	Oct hire of pavilion
03/11/2023	Berkhamsted Yoga	Sport & Leisure	Oct hire of pavilion
03/11/2023	P&I UFC	Sport & Leisure	Oct hire of pavilion
16/11/2023	Cloud & More	Sport & Leisure	Hire of car parking spaces
26/11/2023	Buckinghamshire Council	Grants Received	Community Board contribution towards Local Wildlife Site Information Panels - Invoice prepared but BC won't accept claim until can supply redacted bank statement proving payment made

	VAT		Net		Gross
£	12.30	£	61.50	£	73.80
£	9.23	£	46.12	£	55.35
£	12.30	£	61.50	£	73.80
£	44.37	£	554.83	£	599.20
£	12.00	£	60.00	£	72.00
£	-	£	2,500.00	£	2,500.00
TOTAL INCOME PENDING	£ 12,304.70		£ 5,899.68		£ 18,204.38

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 Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.	
	IAC Ltd	Administration	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	
credit card	P282	Administration	Upgrade to subscription to facilitate access to Teams	
credit card	P284	Administration	Silicone sealant for CCTV and screws for dog fouling signs	
credit card	P285	Grants	Additional wreath to lay at Ivinghoe church	
credit card direct debit	P292	Administration	council telephony charge	
credit card direct debit	P293	Administration	car scheme telephony charge	
credit card	P301	Administration	printing of invitation to Jan 24 event	

	VAT		Net		Gross
£	79.00	£	395.00	£	474.00
£	-	£	10.30	£	10.30
£	2.54	£	12.67	£	15.21
£	4.84	£	24.14	£	28.98
£	-	£	15.00	£	15.00
£	-	£	20.00	£	20.00
£	-	£	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
		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
					£	412.56	£	69,586.98	£	97,786.64

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.