

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR OCTOBER 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	£ 0.34	£ 4,368.09	£ 4,368.43
P232	CommuniCorp	Administration	Annual subscription to Local Councils Update (if resolve to renew)	£ -	£ 88.00	£ 88.00
P233	GeoXphere Ltd	Administration	Annual subscription to Parish Online (if resolve to renew)	£ 15.00	£ 75.00	£ 90.00
P263	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P242	R Haynes	Maintenance	Cleaning of 4 bus shelters on 3/10/23	£ -	£ 60.00	£ 60.00
P235	Roll In Co	Youth Café	Youth café services for Sept	£ -	£ 569.70	£ 569.70
P240	Lamps & Tubes	Street Lighting	Repair of 49 Yardley Avenue	£ 29.00	£ 145.00	£ 174.00
P241	BMKALC	Administration	How to review your neighbourhood plan planning policies training	£ -	£ 70.00	£ 70.00
P250	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in September	£ 180.00	£ 900.00	£ 1,080.00
P251	ACE Fire & Security	Sport & Leisure	Fix fire alarm at pavilion	£ 150.00	£ 750.00	£ 900.00
P252	R D Leonard	Sport & Leisure	Miscellaneous repairs to open space, play space and pavilion	£ -	£ 494.40	£ 494.40
P262	Glasdon	Litter & dog fouling	Green sacks for public litter bins	£ 79.94	£ 399.72	£ 479.66
P264	Hartgraph	PPP & Guide	Printing of parish magazine issue 138	£ -	£ 714.00	£ 714.00
P265	1st Ivinghoe & Pitstone Scouts	Grants and donations	Transfer of the donation from Kudos re filming at Pitstone Quarry to 1st Ivinghoe and Pitstone Scouts towards the new scout hut	£ -	£ 2,000.00	£ 2,000.00
P266	R M L Tree & Garden Services	Sport & Leisure	Removal of dead cherry tree from pavilion	£ 96.00	£ 480.00	£ 576.00
Grants	n/a	Pitstone Memorial Hall Charity	Grants under consideration at meeting	£ -	£ -	£ -
Sub total of standard bacs				£ 559.28	£ 11,158.91	£ 11,718.19

Direct debits/charges

direct debit	P247	Regent Gas	Sport & leisure	Pavilion gas 30-31/8/23 final bill	£ 0.16	£ 3.21	£ 3.37
direct debit	P248	SSE Southern Electric	Sport & leisure	Electric at pavilion for September	£ 21.40	£ 428.06	£ 449.46
direct debit	P261	EE	Administration	Facilities manager mobile monthly fee	£ 6.99	£ 44.42	£ 51.41
credit card direct debit	P193	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P194	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
cc	P201	Tring Brewery	Administration	Ridgeway for volunteer event	£ 10.80	£ 54.00	£ 64.80
cc	P202	Tesco	Administration	Refreshments for volunteer event	£ 13.77	£ 68.87	£ 82.64
cc	P211	Istock	Miscellaneous	Photographs for Local Wildlife Site signage	£ 13.80	£ 69.00	£ 82.80
cc	P213	Care check	Administration	DBS check for car scheme volunteer	£ -	£ 12.00	£ 12.00
cc	P214	Lock & Key Centre	Sport & Leisure	Spare keys for new kitchen roller shutter lock	£ 3.33	£ 16.67	£ 20.00
cc	P227	Amazon	Administration	Rechargeable batteries for phone	£ 1.98	£ 9.89	£ 11.87
cc	P228	Amazon	Administration	Car scheme lanyards	£ 1.83	£ 9.12	£ 10.95
cc	P229	Amazon	Administration	Car scheme badge holders	£ 1.12	£ 5.56	£ 6.68
cc	P244	Amazon	Administration	archive boxes	£ 5.29	£ 26.43	£ 31.72
credit card	P245	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	P237	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.80	£ 34.00	£ 40.80
direct debit	P239	NPower	Lighting	1-30/9/23 street light energy	£ 7.50	£ 150.03	£ 157.53
direct debit	P196	Buckinghamshire Council	Sport & Leisure	Monthly waste services for September	£ -	£ 16.05	£ 16.05
bank charge	P249	Unity Trust Bank	Administration	Manual credit handling fee	£ -	£ 0.60	£ 0.60
Sub total of direct debits & charges				£ 94.77	£ 985.91	£ 1,080.68	
TOTAL OUTGOINGS				£ 654.05	£ 12,144.82	£ 12,798.87	

Insurance amendments

Requested £30,612.00 amendment to the insurance policy to cover the new double lane cricket nets

Inter-account transfers

Transfer to Public Sector Deposit Fund

£ -	£ 25,000.00	£ 25,000.00
-----	-------------	-------------

Write-offs

None required this month

£ -	£ -	£ -
-----	-----	-----

Receipts received, paid into a NatWest account

	NatWest	Financial	reserve account interest	VAT	Net	Gross	
	NatWest	Financial	reserve account interest	£	-	£ 101.29	£ 101.29
	NatWest	Financial	S106 account interest	£	-	£ 0.01	£ 0.01
				£	-	£ 101.30	£ 101.30

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross	
08/09/2023	Pearce	Allotments	Allotment tenancy	£	-	£ 30.00	£ 30.00
02/10/2023	Creasey & Co	PPP & Guide	PPP advertising	£	17.70	£ 88.49	£ 106.19
02/10/2023	Duff	Allotments	Allotment tenancy	£	-	£ 15.00	£ 15.00
29/09/2023	HMRC	VAT	1-31/8/23 VAT return	£	5,261.12	£ -	£ 5,261.12
29/09/2023	Board Games Group	Sport & Leisure	August hire of pavilion	£	9.23	£ 46.12	£ 55.35
03/10/2023	Creasey	Allotments	Allotment tenancy	£	-	£ 15.00	£ 15.00
10/10/2023	Deeley	Grants & Donations	Donation towards memorial bench	£	-	£ 600.00	£ 600.00
09/10/2023	Appliance Professor	PPP & Guide	PPP advertising	£	4.92	£ 24.58	£ 29.50
10/10/2023	Hartbeeps	Sport & Leisure	Sept hire of pavilion	£	39.98	£ 199.87	£ 239.85
10/10/2023	Com Church	Sport & Leisure	Sept hire of pavilion	£	6.92	£ 34.58	£ 41.50
11/10/2023	House of Worship	Sport & Leisure	Sept hire of pavilion	£	11.20	£ 56.00	£ 67.20
13/10/2023	P&IUCF	Sport & Leisure	Sept hire of pavilion	£	-	£ 642.60	£ 642.60
16/10/2023	JD Ballers	Sport & Leisure	Sept hire of pavilion	£	-	£ 61.20	£ 61.20
17/10/2023	Buckinghamshire Council	Sport & Leisure	Sept hire of pavilion	£	19.53	£ 97.63	£ 117.16
16/10/2023	Kick Box Fit	Sport & Leisure	Sept hire of pavilion	£	8.20	£ 41.00	£ 49.20
12/10/2023	Green Room	PPP & Guide	PPP advertising	£	4.92	£ 24.58	£ 29.50
19/10/2023	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	£ 2,000.00
18/10/2023	Wicksteed Leisure	Sport & Leisure	Refund of payment for parts that weren't required during playground repairs	£	10.64	£ 53.22	£ 63.86
23/10/2023	Townsend Hall	Sport & Leisure	Oct hire of pavilion	£	11.20	£ 56.00	£ 67.20
23/10/2023	Singleton	Allotments	Allotment tenancy	£	-	£ 15.00	£ 15.00
23/10/2023	Zest Yoga	Sport & Leisure	Sept hire of pavilion	£	9.23	£ 46.12	£ 55.35
24/10/2023	Marsworth Pre School	PPP & Guide	PPP advertising	£	4.92	£ 24.58	£ 29.50
25/10/2023	HMRC	Administration	VAT return 1-30/9/23	£	398.82	£ 398.82	£ 398.82
				£5,818.53	£4,570.39	£9,990.10	
TOTAL INCOMINGS				£5,818.53	£4,671.69	£10,091.40	

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
08/10/2023	Board Games Group	Sport & Leisure	Sept hire of pavilion	£	9.23	£ 46.12	£ 55.35
08/10/2023	Berkhamsted Yoga	Sport & Leisure	Sept hire of pavilion	£	12.30	£ 61.50	£ 73.80
08/10/2023	P&IUCF	Sport & Leisure	Sept hire of pavilion	£	44.37	£ 458.83	£ 503.20
	3 x allotment tenants	Allotments	Allotment tenancy				
TOTAL INCOME PENDING				£	20,741.75	£ 14,378.92	£ 33,924.21

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.		tbc	£	-
credit card direct debit	P238	IAC Ltd	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	£	79.00	£ 395.00	£ 474.00
cc	P243	Sipgate	council telephony charge	£	-	£ 15.00	£ 15.00
cc	P246	Care check	DBS check for car scheme volunteer	£	-	£ 12.00	£ 12.00
		Royal British Legion	Annual donation to Poppy Appeal	£	-	£ 150.00	£ 150.00
	Pitstone Memorial Hall Charity	Grants	Grant towards black out curtains and new flooring and/or utility cost. Up to £6k. Once match funding known.	£	-	£ 6,000.00	£ 6,000.00

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
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	£	1,053.60
Lamps & Tubes Illuminations	Lighting	Christmas illuminations x 2 sites	£	319.40	£	1,597.00	£	1,916.40
			£	574.00	£	79,145.39	£	119,625.01

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.