

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR SEPTEMBER 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	£ -	£ 4,455.26	£ 4,455.26
P210	Groom Ground Maintenance	Sport & Leisure	Pitch care at pavilion in August	£ 188.00	£ 940.00	£ 1,128.00
P209	Groom Ground Maintenance	Sport & Leisure	Quarterly maintenance of recreation ground	£ 232.00	£ 1,160.00	£ 1,392.00
P208	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P212	R Haynes	Maintenance	Cleaning of 4 bus shelters on 7/8/23	£ -	£ 60.00	£ 60.00
R198	Royal Industrial Doors	Sport & Leisure	Fix kitchen shutter	£ 82.00	£ 410.00	£ 492.00
P205	Roll In Co	Youth Café	Youth café services for August	£ -	£ 500.00	£ 500.00
P215	Parrs	Litter & dog fouling	2 x replacement litter pickers for staff	£ 11.80	£ 58.99	£ 70.79
P216	Pitstone Allotment Association	Allotments	Annual transfer of subscription fees collected on behalf of PAA	£ -	£ 444.00	£ 444.00
P225	Security Solutions	Sport & Leisure	Caps for turnstile	£ 9.00	£ 45.00	£ 54.00
P231	R Lawry	Devolved Services & Sport / Leisure	Grass mowing	£ -	£ 6,840.00	£ 6,840.00
CN re R114	Cheddington Pre School	PPP & Guide	Refund of advertising payment - advertising cancelled	£ 16.20	£ 81.00	£ 97.20
Grants	n/a	Grants	Grants under consideration at meeting	£ -	£ -	£ -
Sub total of standard bacs				£ 548.00	£ 15,039.25	£ 15,587.25

Direct debits/charges

direct debit	P206	Regent Gas	Sport & leisure	Pavilion gas 1-30/8/23	£ 4.08	£ 81.66	£ 85.74
direct debit	P204	SSE Southern Electric	Sport & leisure	Electric at pavilion for August	£ 20.77	£ 415.45	£ 436.22
direct debit	P230	EE	Administration	Facilities manager mobile monthly fee	£ 8.28	£ 50.87	£ 59.15
bank charge	P207	Unity Trust Bank	Administration	Quarterly bank charges	£ -	£ 38.10	£ 38.10
credit card direct debit	P154	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card	P150	Buckinghamshire Council	Sport & Leisure	Premises Licence for pavilion	£ -	£ 70.00	£ 70.00
credit card	P160	Amazon	Sport & Leisure	Duck tape re viking swing	£ 2.50	£ 12.47	£ 14.97
credit card	P162	Amazon	Administration	inkjet toner	£ 5.22	£ 26.12	£ 31.34
credit card	P178	Amazon	Sport & Leisure	2 x no parking signs for pavilion	£ -	£ 27.36	£ 27.36
credit card	P199	Post Office	Administration	Postage of PPP	£ -	£ 12.00	£ 12.00
credit card	P200	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	P195	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.80	£ 34.00	£ 40.80
direct debit	P197	NPower	Lighting	1-31/8/23 street light energy	£ 7.56	£ 151.21	£ 158.77
direct debit	P196	Buckinghamshire Council	Sport & Leisure	Monthly waste services for August	£ -	£ 30.70	£ 30.70
Sub total of direct debits & charges				£ 55.21	£ 972.94	£ 1,028.15	
TOTAL OUTGOINGS				£ 603.21	£ 16,012.19	£ 16,615.40	

Insurance amendments

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

Inter-account transfers

None required this month

£ - £ 1,542.56 £ 1,542.56

Write-offs

None required this month

£ - £ - £ -

Receipts received, paid into a NatWest account

Company/Name	Cost Centre	Description	VAT	Net	Gross
NatWest	Financial	reserve account interest	£ -	£ 104.54	£ 104.54
NatWest	Financial	S106 account interest	£ -	£ 0.01	£ 0.01
Sub total			£ -	£ 104.55	£ 104.55

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross
02/08/2023	Com Church	Sport & Leisure	July hire of pavilion	£ 6.92	£ 34.58	£ 41.50
31/08/2023	P&I UFC	Sport & Leisure	July hire of pavilion	£ 44.37	£ 410.83	£ 455.20
06/09/2023	Moule	Allotments	Allotment tenancy	£ -	£ 15.00	£ 15.00

04/09/2023	Turney	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
04/09/2023	Stack	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
04/09/2023	Lee	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
04/09/2023	Lambert	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
04/09/2023	Bilyard	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
04/09/2023	Jones	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
04/09/2023	Brooks	Allotments	Allotment tenancy	£	-	£	45.00	£	45.00
04/09/2023	Brophy	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
04/09/2023	Darby	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
05/09/2023	Buckinghamshire Council	S106	Release of S106 funds for cricket nets, part 2	£	-	£	12,391.00	£	12,391.00
07/09/2023	Lloyd	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
08/09/2023	Spiller	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
08/09/2023	CMC Golf	PPP & Guide	PPP advertising	£	2.50	£	12.50	£	15.00
08/09/2023	Sports Therapist	PPP & Guide	PPP advertising	£	4.50	£	22.50	£	27.00
08/09/2023	Cox	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
08/09/2023	Hunter	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
08/09/2023	vinghoe Lettings	PPP & Guide	PPP advertising	£	10.20	£	51.01	£	61.21
11/09/2023	McGuire	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
11/09/2023	Windmill Pre School	PPP & Guide	PPP advertising	£	17.70	£	88.49	£	106.19
11/09/2023	K-Lin	PPP & Guide	PPP advertising	£	17.70	£	88.49	£	106.19
11/09/2023	Gresty	Allotments	Allotment tenancy	£	-	£	45.00	£	45.00
11/09/2023	Jones	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
17/09/2023	Handyman Dave	PPP & Guide	PPP advertising	£	2.50	£	12.50	£	15.00
11/09/2023	Travel Impressions	PPP & Guide	PPP advertising	£	19.50	£	97.49	£	116.99
12/09/2023	House of Worship	Sport & Leisure	July hire of pavilion	£	11.20	£	56.00	£	67.20
12/09/2023	Tring Yoga Studio	PPP & Guide	PPP advertising	£	10.20	£	51.01	£	61.21
12/09/2023	Com Church	Sport & Leisure	August hire of pavilion	£	6.92	£	34.58	£	41.50
12/09/2023	R Saintey	Sport & Leisure	August hire of pavilion	£	23.30	£	116.50	£	139.80
12/09/2023	Buckpitt	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
13/09/2023	Cheddington Pre School	PPP & Guide	PPP advertising	£	16.20	£	81.00	£	97.20
14/09/2023	P&UJFC	Sport & Leisure	August hire of pavilion	£	57.77	£	684.83	£	742.60
14/09/2023	Anderson	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
15/09/2023	Stafford	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
15/09/2023	Hildreth	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
15/09/2023	Richardson	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
15/09/2023	Riley	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
15/09/2023	Buckinghamshire Council	Precept 2nd payment	Precept	£	-	£	83,250.00	£	83,250.00
21/09/2023	Greig	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
21/09/2023	Hickman	Allotments	Allotment tenancy	£	-	£	45.00	£	45.00
18/09/2023	Leek	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
19/09/2023	Nice	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
19/09/2023	Reilly	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
21/09/2023	Keen	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
21/09/2023	Woodhead	Allotments	Allotment tenancy	£	-	£	7.50	£	7.50
21/09/2023	Killick	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
25/09/2023	Parkins	Allotments	Allotment tenancy	£	-	£	45.00	£	45.00
25/09/2023	Bembridge	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
25/09/2023	Wingrove	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
25/09/2023	Brindle	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
25/09/2023	Bratt	Allotments	Allotment tenancy	£	-	£	30.00	£	30.00
25/09/2023	Rankin	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
25/09/2023	Moran	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
22/09/2023	Harrow	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
22/09/2023	Kirkby	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
20/09/2023	Tring Anglers	Sport & Leisure	August hire of pavilion	£	7.00	£	35.00	£	42.00
20/09/2023	P&UJFC	Sport & Leisure	August hire of pavilion	£	-	£	138.60	£	138.60
18/09/2023	I&PUCC	Sport & Leisure	August hire of pavilion	£	60.50	£	302.50	£	363.00
28/09/2023	Tyre Changers	PPP & Guide	PPP advertising	£	16.20	£	81.00	£	97.20
26/09/2023	Kick Box Fit	Sport & Leisure	July hire of pavilion	£	2.56	£	12.82	£	15.38
26/09/2023	Moss	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00
26/09/2023	Lowe	Allotments	Allotment tenancy	£	-	£	60.00	£	60.00
26/09/2023	Wills	Allotments	Allotment tenancy	£	-	£	60.00	£	60.00
26/09/2023	Brooks	Allotments	Allotment tenancy	£	-	£	15.00	£	15.00

£337.74 £99,028.23 £99,365.97

TOTAL INCOMINGS £337.74 £99,132.78 £99,470.52

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
29/08/2023	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
08/09/2023	Board Games Group	Sport & Leisure	August hire of pavilion	£	9.23	£ 46.12 £ 55.35
08/09/2023	J W Accounting	PPP & Guide	PPP advertising	£	2.83	£ 14.17 £ 17.00
08/09/2023	Green Room	PPP & Guide	PPP advertising	£	4.92	£ 24.58 £ 29.50
08/09/2023	Appliance Professor	PPP & Guide	PPP advertising	£	4.92	£ 24.58 £ 29.50
26/09/2023	HMRC	VAT	1-31/8/23 VAT return	£	5,261.12	£ - £ 5,261.12
	6 x allotment tenants	Allotments	Allotment tenancy	£	-	£ 135.00 £ 135.00
TOTAL INCOME PENDING				£	9,465.21	£ 298,905.78 £ 308,370.99

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	£	-
credit card direct debit	P193	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	P194	Sipgate	Administration	car scheme telephony charge	£	-	£ 20.00	£ 20.00
cc	P201	Tring Brewery	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
cc	P202	Tesco	Administration	Ridgeway for volunteer event	£	10.80	£ 54.00	£ 64.80
cc	P211	Istock	Miscellaneous	Refreshments for volunteer event	£	13.77	£ 68.87	£ 82.64
cc	P213	Care check	Administration	Photographs for Local Wildlife Site signage	£	13.80	£ 69.00	£ 82.80
cc	P214	Lock & Key Centre	Sport & Leisure	DBS check for car scheme volunteer	£	-	£ 12.00	£ 12.00
cc	P227	Amazon	Administration	Spare keys for new kitchen roller shutter lock	£	3.33	£ 16.67	£ 20.00
cc	P228	Amazon	Administration	Rechargable batteries for phone	£	1.98	£ 9.89	£ 11.87
cc	P229	Amazon	Administration	Car scheme lanyards	£	1.83	£ 9.12	£ 10.95
			Administration	Car scheme badge holders	£	1.12	£ 5.56	£ 6.68
		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
		ACE	Sport & Leisure	supply, install, test & commission new fire alarm panel	£	150.00	£ 750.00	£ 900.00
		Lamps & Tubes Illuminations	Lighting	Christmas illuminations x 2 sites	£	319.40	£ 1,597.00	£ 1,916.40
		R D Leonard Ltd	Sport & Leisure	Remove broken bollards & resulting trip hazards from path in front of Memorial Hall	£	70.00	£ 350.00	£ 420.00
		R M L Tree & Garden Services	Sport & Leisure	Removal of dead cherry tree from pavilion	£	96.00	£ 480.00	£ 576.00
					£	936.63	£ 630,690.23	£ 651,289.07

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.

