

**PITSTONE PARISH COUNCIL  
FINANCIAL SUMMARY FOR 25 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		£ 4,782.01	£ 4,782.01
P380	Lamps & Tubes Illuminations	Lighting	Christmas illuminations x 2 sites	£ 328.40	£ 1,642.00	£ 1,970.40
P381	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P382	R Haynes	Maintenance	Cleaning of 4 bus shelters on 5/12/23	£ -	£ 60.00	£ 60.00
P384	Ambivent Facilities Management	Sport & Leisure	Replace automatic air vent to underfloor heating manifold	£ 36.40	£ 182.00	£ 218.40
P387	S Davies	Administration	Quarterly expenses & home office	£ -	£ 118.89	£ 118.89
P394	L Eagling	Sport & Leisure	Refund of new padlock for pavilion car park gate	£ 3.25	£ 16.23	£ 19.48
	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in December - no invoice submitted this month	£ -	£ -	£ -
	Roll In Trade Ltd	Youth Café	December youth café - appeared on 4/1/24 financial summary	£ -	£ -	£ -
Grants	P379 Friends at Brookmead School	Grants	Grant towards outdoor sandpit - increased to £2k at the meeting	£ -	£ 2,000.00	£ 2,000.00
<b>Sub total of standard bacs</b>				<b>£ 377.05</b>	<b>£ 8,846.13</b>	<b>£ 9,223.18</b>

**Direct debits/charges**

	EDF	Sport & leisure	Pavilion gas 30/11/23-21/12/23 appeared on 4/1/24 financial summary			
	Sage	Administration	Accounting and payroll software monthly subscription - January - appeared on 4/1/24 financial summary			
direct debit	SSE Southern Electric	Sport & leisure	Electric at pavilion - still having issues with migrating their accounts to their new system. December and January invoices now outstanding. No direct debit was taken either.			
credit card direct debit	P323 Microsoft	Administration	Monthly subscriptions	£ -	£ 10.30	£ 10.30
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	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	P370 Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	P395 EE	Administration	Facilities manager mobile monthly fee	£ 4.40	£ 21.99	£ 26.39
direct debit	P386 NPower	Lighting	1-31/12/23 street light energy	£ 41.71	£ 208.53	£ 250.24
direct debit	P383 Buckinghamshire Council	Sport & Leisure	Monthly waste services for December	£ -	£ 28.85	£ 28.85
charge	P353 Unity Trust Bank	Administration	Charges for cash/cheque services 4/9-4/12/23	£ -	£ 1.80	£ 1.80
<b>Sub total of direct debits &amp; charges</b>				<b>£ 102.32</b>	<b>£ 570.59</b>	<b>£ 672.91</b>
<b>TOTAL OUTGOINGS</b>				<b>£ 479.37</b>	<b>£ 9,416.72</b>	<b>£ 9,896.09</b>

**Insurance amendments**

No amendments due this month.

**Inter-account transfers**

None required this month.

£ - £ 25,000.00 £ 25,000.00

**Write-offs**

None required this month

£ - £ - £ -

**CCLA Public Sector Deposit Fund**

	VAT	Net	Gross
CCLA Financial PSDF Investment Income - auto reinvested	£ -	£ 108.15	£ 108.15
CCLA Financial PSDF subscription contract notes		£ 112.38	£ 112.38
CCLA Financial PSDF Current Balance - £25115.35			

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

VAT Net Gross

NatWest	Financial	reserve account interest	£	-	£	72.83	£	72.83
NatWest	Financial	S106 account interest	£	-	£	0.01	£	0.01
			<b>£</b>	<b>-</b>	<b>£</b>	<b>72.84</b>	<b>£</b>	<b>72.84</b>

### Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross
29/12/2023	Board Games Group	Sport & Leisure	November hire of pavilion	£ 8.20	£ 41.00	£ 49.20
28/12/2023	Buckinghamshire Council	Grants Received	Community Board contribution towards Local Wildlife Site Information Panels	£ -	£ 2,500.00	£ 2,500.00
04/01/2024	Appliance Professor	PPP & Guide	Advertising in issue 139	£ 4.92	£ 24.58	£ 29.50
20/01/2024	Handyman Dave	PPP & Guide	Advertising in issue 139-142	£ 9.00	£ 45.00	£ 54.00
05/01/2024	Kick Box Fit	Sport & Leisure	December hire of pavilion	£ 6.15	£ 30.75	£ 36.90
08/01/2024	Little IT Company	PPP & Guide	Advertising in issue 139-142 (moved location from inside back, to within body)	£ 17.70	£ 88.49	£ 106.19
11/01/2024	House of Worship	Sport & Leisure	December hire of pavilion	£ 11.20	£ 56.00	£ 67.20
11/01/2024	P&I UFC	Sport & Leisure	November hire of pavilion	£ 17.57	£ 246.83	£ 264.40
11/01/2024	Cloud & More	Sport & Leisure	November hire of pavilion car park spaces	£ 12.00	£ 60.00	£ 72.00
15/01/2024	P&I JFC	Sport & Leisure	December hire of pavilion	£ -	£ 415.80	£ 415.80
				<b>£86.74</b>	<b>£3,508.45</b>	<b>£3,595.19</b>

<b>TOTAL INCOMINGS</b>	<b>#REF!</b>	<b>#REF!</b>	<b>#REF!</b>
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### Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
13/12/2023	PE Mead & Sons	PPP & Guide	Advertising in issue 139-142	£ 10.20	£ 51.01	£ 61.21
14/12/2023	PJC Driver Training	Sport & Leisure	Hire of car parking area for driving instruction	£ -	£ 40.00	£ 40.00
14/12/2023	Com Church	Sport & Leisure	November hire of pavilion	£ 6.92	£ 34.58	£ 41.50
14/12/2023	JD Ballers	Sport & Leisure	November hire of pavilion	£ -	£ 61.20	£ 61.20
14/12/2023	Repair Café	Sport & Leisure	November hire of pavilion	£ 8.20	£ 41.00	£ 49.20
14/12/2023	AA Environmental Ltd	Sport & Leisure	November hire of pavilion	£ 27.67	£ 138.33	£ 166.00
14/12/2023	Womens Institute	Sport & Leisure	November hire of pavilion	£ 11.20	£ 56.00	£ 67.20
31/12/2023	Carter Carpentry & Joinery	PPP & Guide	Advertising in issue 139	£ 2.50	£ 12.50	£ 15.00
02/01/2024	National Trust	Pitstone Hill	Compensation for loss of rag pit (Anglian Water element)	£ -	£ 200.00	£ 200.00
02/01/2024	Cloud & More	Sport & Leisure	December hire of pavilion	£ 12.00	£ 60.00	£ 72.00
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
20/01/2024	Tring School (swimming)	PPP & Guide	Advertising in issue 139	£ 4.92	£ 24.58	£ 29.50
21/01/2024	HMRC	VAT	1-31/12/23 VAT return	£ 450.87	£ -	£ 450.87
<b>TOTAL INCOME PENDING</b>				<b>£ 570.06</b>	<b>£ 1,128.40</b>	<b>£ 1,698.46</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:

Wave re water at the pavilion, following sewerage rebate £39.92 in credit	£	-	£	39.92	£	39.92
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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	P357	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	P362	Amazon	Sport & Leisure	fire assembly point sign & clamp	£	5.72	£ 28.52	£ 34.24
credit card direct debit	P366	Amazon	Administration	A4 paper	£	5.10	£ 25.49	£ 30.59
credit card direct debit	P367	Sipgate	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
credit card direct debit	P367	Sipgate	Administration	car scheme telephony charge	£	-	£ 20.00	£ 20.00
credit card direct debit	P385	Microsoft	Administration	Monthly subscriptions	£	-	£ 10.30	£ 10.30
credit card	P388	Tesco	Administration	Refreshments for volunteers thank you event	£	16.40	£ 82.01	£ 98.41
credit card	P389	Tring Brewery	Administration	Refreshments for volunteers thank you event	£	6.40	£ 26.00	£ 32.40
credit card	P390	Amazon	Sport & Leisure	3 x hi vis coats for snow clearance	£	13.25	£ 66.25	£ 79.50

credit card	P391	Amazon	Sport & Leisure	2 x extra wet floor signs for snow/ice	£	2.40	£	11.98	£	14.38
credit card	P392	Amazon	Sport & Leisure	snow shovel - first	£	2.17	£	10.82	£	12.99
credit card	P393	Amazon	Sport & Leisure	snow shovel - second	£	2.17	£	10.82	£	12.99
		Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway	£	-	£	627.00	£	627.00
					£	132.61	£	1,329.19	£	1,461.80

**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	

**Bank Reconciliation & S106 Summary:**

See separate document

**Project Summaries:**

See separate sheets for allotment and pavilion financial summaries.