

**PITSTONE PARISH COUNCIL  
FINANCIAL SUMMARY FOR AUGUST 2024 MEETING**

**Expenditure from Unity**

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various		Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI & NEST	£ -	£ 6,107.06	£ 6,107.06
P200	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P166	R Haynes	Maintenance	Cleaning of 4 bus shelters on 5/8/24	£ -	£ 60.00	£ 60.00
P201	R D Leonard Ltd	Sport & Leisure	play space and pavilion repairs/maintenance	£ -	£ 86.00	£ 86.00
P158	Ambivent Facilities Management	Sport & Leisure	Replace Nuair touchscreen controller on ACU	£ 188.00	£ 940.00	£ 1,128.00
P159	Royal Industrial Doors	Sport & Leisure	Maintenance to 3 shutters at pavilion	£ 67.00	£ 335.00	£ 402.00
P160	Wicksteed Leisure Ltd	Sport & Leisure	Wet pour and see saw remedials at Windsor Road playground	£ 314.81	£ 1,574.05	£ 1,888.86
P161	Hartgraph	PPP & Guide	Printing of issue 141	£ -	£ 815.00	£ 815.00
P165	Security Solutions	Sport & Leisure	Maintenance contract for turnstile	£ 91.51	£ 457.54	£ 549.05
P167	R Powell	PPP & Guide	Refund of payment sent to PPC in error	£ -	£ 105.00	£ 105.00
P186	R Cato	Maintenance	Repairs to noticeboards	£ -	£ 450.00	£ 450.00
P198	IMServe	Sport & Leisure	Half hourly meter costs	£ 41.28	£ 206.42	£ 247.70
P199	Glasdon	Litter & dog fouling	Green sacks for public litter bins	£ 39.28	£ 196.40	£ 235.68
P202	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in July including renovation	£ 255.00	£ 1,275.00	£ 1,530.00
P203	PKF Littlejohn LLP	Administration	External audit fee	£ 126.00	£ 630.00	£ 756.00
Grants	None on the agenda for approval			£ -	£ -	£ -
<b>Sub total of standard bacs</b>				<b>£ 1,131.88</b>	<b>£ 13,282.47</b>	<b>£ 14,414.35</b>

**Direct debits/charges**

direct debit		EDF	Sport & leisure	Pavilion gas - 3/7/24- no invoice available as yet			
direct debit	P156	Sage	Administration	Accounting and payroll software monthly subscription	£ 8.60	£ 43.00	£ 51.60
direct debit	P164	SSE Southern Electric	Sport & leisure	1/4-30/6/24 elec at pavilion	£ 20.15	£ 401.24	£ 421.39
direct debit	P206	SSE Southern Electric	Sport & leisure	elec at pavilion to 31/7/24	£ 21.70	£ 430.03	£ 451.73
direct debit	P162	NPower	Lighting	1-31/7/24 street light energy	£ 19.63	£ 392.52	£ 412.15
direct debit	P155	Buckinghamshire Council	Sport & Leisure	Monthly waste services for July	£ -	£ 22.55	£ 22.55
direct debit	P207	EE	Administration	Facilities manager mobile monthly fee	£ 4.32	£ 21.61	£ 25.93
direct debit	P204	Wave	Allotments	Water at allotments 15/5/24-14/8/24	£ -	£ 197.37	£ 197.37
direct debit	P205	Wave	Allotments	Water at pavilion 15/5-18/4/24 - estimated and will be too low as won't be attributing all water consumed by pitch sprinklers	£ -	£ 120.02	£ 120.02
credit card direct debit	P128	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P127	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P133	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card	P135	Pro-Fold UK	Sport & Leisure	4 x 6ft rectangular tables for pavilion	£ 64.40	£ 322.00	£ 386.40
credit card	P172	Amazon	Administration	USB	£ 1.50	£ 7.48	£ 8.98
credit card	P173	Amazon	Sport & Leisure	fridge temperature log book	£ 0.50	£ 2.49	£ 2.99
credit card	P175	Amazon	Sport & Leisure	hammers and clipboards for asset checkers	£ 5.71	£ 28.52	£ 34.23
credit card	P176	Amazon	Administration	paper for printer	£ 4.83	£ 24.16	£ 28.99
credit card	P177	Amazon	Sport & Leisure	rubber mallets for asset checkers	£ 2.02	£ 9.46	£ 11.48
credit card	P178	Amazon	Sport & Leisure	multi tool for asset checkers	£ 5.88	£ 29.36	£ 35.24
credit card	P182	Amazon	Sport & Leisure	window cleaning kit for pavilion	£ 10.00	£ 49.99	£ 59.99
credit card	P183	Amazon	Sport & Leisure	tool kit for pavilion	£ 13.33	£ 66.66	£ 79.99
credit card direct debit	P184	Clicksend	Administration	text service top up for car scheme	£ -	£ 100.00	£ 100.00
credit card	P185	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
<b>Sub total of direct debits &amp; charges</b>				<b>£ 182.57</b>	<b>£ 2,316.76</b>	<b>£ 2,499.33</b>	
<b>TOTAL OUTGOINGS</b>				<b>£ 1,314.45</b>	<b>£ 15,599.23</b>	<b>£ 16,913.68</b>	

**Inter-account transfers**

PSDF holding to be increased to £65k, by moving £39k of funds from NatWest accrual account. Cheque raised for transfer from NatWest. Subscription form completed for CCLA re investment. Awaiting completed papers.

£ - £ 39,000.00 £ 39,000.00

**CCLA Public Sector Deposit Fund**

VAT Net Gross

CCLA Financial Income 30/6/24-31/7/24

£ - £ 110.20 £ 110.20

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

NatWest Financial reserve account interest  
 NatWest Financial S106 account interest

	VAT	Net	Gross
£	-	£ 83.58	£ 83.58
£	-	£ 0.01	£ 0.01
<b>£</b>	<b>-</b>	<b>£ 83.59</b>	<b>£ 83.59</b>

**Receipts received, paid into Unity account**

Date	Company/Name	Cost Centre	Description
31/07/2024	P&I UFC	Sport & Leisure	March hire of the pavilion
31/07/2024	P&I UFC	Sport & Leisure	18/4/24 hire of the pavilion
31/07/2024	P&I UFC	Sport & Leisure	23/4/24 hire of the pavilion
31/07/2024	P&I UFC	Sport & Leisure	May storage fee (no fixtures)
31/07/2024	P&I UFC	Sport & Leisure	June storage fee (no fixtures)
26/07/2024	Berkhamsted Yoga	Sport & Leisure	June hire of pavilion
29/07/2024	HMRC	VAT	VAT return 1-30/6/24
01/08/2024	Board Games Group	Sport & Leisure	June hire of pavilion
06/08/2024	Campbell Yoga & Meditation	Sport & Leisure	July hire of pavilion
06/08/2024	Com Church	Sport & Leisure	July hire of pavilion
07/08/2024	P&I UFC	Sport & Leisure	July hire of pavilion
07/08/2024	JD Ballers	Sport & Leisure	July hire of pavilion for summer camps
07/08/2024	JD Ballers	Sport & Leisure	Charity match 4/8/24
07/08/2024	Hartbeeps	Sport & Leisure	July hire of pavilion
07/08/2024	Eyre	Sport & Leisure	July hire of pavilion
09/08/2024	M Marsden	Sport & Leisure	Additional hour's hire of the pavilion
12/08/2024	J Taylor	Sport & Leisure	Deposit for November hire of pavilion
12/08/2024	Neil Douglas	Sport & Leisure	Hire of car park spaces during July
13/08/2024	House of Worship	Sport & Leisure	July hire of pavilion
16/08/2024	HMRC	VAT	1-31/7/24 VAT return
19/08/2024	Hutchinson	Sport & Leisure	July hire of pavilion
27/08/2024	Griggs Mechanical Services	PPP & Guide	Advertising in issue 141 of PPP - Cancelled future advertising. Reissued invoice for just 1 edition.
27/08/2024	Repair Café	Sport & Leisure	June hire of pavilion.

	VAT	Net	Gross
£	46.17	£ 368.83	£ 415.00
£	18.17	£ 159.83	£ 178.00
£	14.00	£ 139.00	£ 153.00
£	4.17	£ 20.83	£ 25.00
£	4.17	£ 20.83	£ 25.00
£	-	£ 81.00	£ 81.00
£	388.99	£ -	£ 388.99
£	10.13	£ 50.62	£ 60.75
£	-	£ 37.13	£ 37.13
£	7.67	£ 38.33	£ 46.00
£	18.17	£ 159.83	£ 178.00
£	20.00	£ 100.00	£ 120.00
£	3.33	£ 85.67	£ 89.00
£	30.38	£ 151.87	£ 182.25
£	15.42	£ 77.08	£ 92.50
£	3.83	£ 19.17	£ 23.00
£	6.66	£ 13.34	£ 20.00
£	90.00	£ 450.00	£ 540.00
£	12.33	£ 61.67	£ 74.00
£	2,873.10	£ -	£ 2,873.10
£	20.22	£ 101.08	£ 121.30
£	2.83	£ 14.17	£ 17.00
£	9.00	£ 45.00	£ 54.00
<b>£3,598.74</b>	<b>£2,195.28</b>	<b>£5,794.02</b>	

**TOTAL INCOMINGS** £3,598.74 £2,389.07 £5,987.81

**Income Pending/Debtors summary:**

Date of Invoice	Name	Cost Centre	Invoice/Description
05/08/2024	Berkhamsted Yoga	Sport & Leisure	July hire of pavilion
05/08/2024	Board Games Group	Sport & Leisure	July hire of pavilion
05/08/2024	Payne	Sport & Leisure	July hire of pavilion
08/08/2024	QBE European Operations	Compensation	Compensation from Network Rail for damage to parish council post box
09/08/2024	A Woods	Sport & Leisure	September hire of pavilion
09/08/2024	J Taylor	Sport & Leisure	November hire of pavilion (includes refundable deposit), less deposit already paid
28/04/2024	Croudace	Lighting	Maintenance funds to transfer 17 street light columns to parish council ownership - TBC

	VAT	Net	Gross
£	-	£ 40.50	£ 40.50
£	10.13	£ 50.62	£ 60.75
£	19.17	£ 95.83	£ 115.00
£	54.73	£ 273.66	£ 328.39
£	19.98	£ 100.02	£ 120.00
£	11.66	£ 78.34	£ 90.00

**TOTAL INCOME PENDING** £ 10,911.89 £ 7,418.60 £ 18,330.49

**Summary of those in credit with the parish council:**

None £ - £ - £ -

**Summary of accounts where the parish council is in credit:**

None £ - £ - £ -

**Bad debt written off:**

None

**Commitments:**

Date	Name	Cost Centre	Description
	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
	Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway (as of 18/4/24 they've not been billed)
	Eclipse	Sport & Leisure	Second half payment for stage for Party in the Park (12/7/2025 tbc, first half deposit non-refundable)

	VAT	Net	Gross
£	79.00	£ 395.00	£ 474.00
£	-	£ 750.00	£ 750.00
£	132.66	£ 663.30	£ 795.96

		Patrick Stileman	Open Space	Re-inspection of two Ash trees mid to late summer	£	14.00	£	70.00	£	84.00
		GW Shelters	Capital project	Purchase and installation of two bus shelters for Westfield Road (third to be funded by Safran)	£	2,426.00	£	12,130.00	£	14,556.00
		RML Tree & Garden Services	Sport & Leisure	Undertake tree works identified in the tree risk assessment including the felling of the Swedish Whitebeam	£	470.00	£	2,350.00	£	2,820.00
		R D Leonard Ltd	Sport & Leisure	Partially board the loft void to enable access to ACU and TMVs	£	-	£	360.00	£	360.00
		Vita Electrical Co	Sport & Leisure	Installation of light fitting and switch in loft void	£	38.00	£	190.00	£	228.00
		R D Leonard Ltd	Sport & Leisure	Fix pedestrian gate and install gate stay	£	-	£	145.00	£	145.00
		Royal Industrial Doors	Sport & Leisure	Remove shutter canopies and carry out remedial works	tbc		tbc		tbc	
		Huck Tech Ltd	Sport & Leisure	Inspection and remedials for aerial cable runway	£	137.00	£	685.00	£	822.00
		Clarkes	Allotments	20 tonnes of stone for track and access repairs	£	122.00	£	610.00	£	732.00
credit card	P157	High Speed Training	Sport & Leisure	Ladder safety training x 4	£	24.80	£	124.00	£	148.80
credit card direct debit	P163	Sipgate	Administration	council telephony charge	£	-	£	15.00	£	15.00
credit card	P168	Leafletfrog	Administration	volunteer event invitations	£	-	£	42.00	£	42.00
credit card	P169	Dell Technologies	Administration	monitor for office	£	54.83	£	274.17	£	329.00
credit card	P170	Dell Technologies	Administration	2 x laptops	£	249.67	£	1,248.34	£	1,498.01
credit card direct debit	P171	Microsoft	Administration	online services monthly subscription	£	-	£	10.30	£	10.30
credit card credit note	P172b	Amazon	Administration	Refund of USB when returned	-£	1.20	-£	5.98	-£	7.18
credit card	P174	Amazon	Sport & Leisure	noticeboard for pavilion hirers use (internal)	£	9.16	£	45.82	£	54.98
credit card	P179	Amazon	Sport & Leisure	kettle for pavilion	£	4.97	£	24.87	£	29.84
credit card	P180	Amazon	Administration	envelopes for allotment and volunteers event mailshots	£	2.49	£	12.42	£	14.91
credit card	P181	Amazon	Sport & Leisure	secateurs for asset checkers	£	5.66	£	28.24	£	33.90
credit card	P187	Buckinghamshire Council	Sport & Leisure	Annual premises licence fee	£	-	£	70.00	£	70.00
					£	3,769.04	£	20,237.48	£	24,006.52

**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	£ 86,215.00
Buckinghamshire Council	Precept	Second payment 16/9/24	£ 200.00
National Trust	Compensation	For loss of rag pit - Anglian Water (Jan 2025)	£ 86,415.00