

**PITSTONE PARISH COUNCIL**  
**FINANCIAL SUMMARY FOR DECEMBER 2024 MEETING (HELD 9/1/25)**

**Expenditure from Unity**

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI, NEST, expenses		£ 5,709.05	£ 5,709.05
P371	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P372	R Haynes	Maintenance	Cleaning of 7 bus shelters & parish sign on 9/12/24	£ -	£ 115.00	£ 115.00
P369	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in November	£ 252.10	£ 1,260.52	£ 1,512.62
P370	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping on Recreation Ground 1/10-31/12/24	£ 266.00	£ 1,330.00	£ 1,596.00
P373	Lamps & Tubes Illuminations	Street Lighting	Repair faulty light in Williamson Way	£ 29.00	£ 145.00	£ 174.00
P374	BMKALC	Administration	village greens training - KW	£ -	£ 40.00	£ 40.00
P375	BMKALC	Administration	village greens training - FN	£ -	£ 40.00	£ 40.00
P376	BMKALC	Administration	commonland training - KW	£ -	£ 40.00	£ 40.00
P393	Roll In	Youth Café	youth café - Sept	£ -	£ 416.70	£ 416.70
P394	Roll In	Youth Café	youth café - Oct	£ -	£ 429.60	£ 429.60
P395	Roll In	Youth Café	youth café - Nov	£ -	£ 429.60	£ 429.60
P396	Roll In	Youth Café	youth café - Dec	£ -	£ 474.70	£ 474.70
P398	Pitstone Memorial Hall	Litter & dog fouling	Annual fee for use of the wheelie bins, minus £1 annual rent	£ -	£ 239.00	£ 239.00
P399	BMKALC	Administration	Managing your village hall training for a councillor	£ -	£ 40.00	£ 40.00
P400	BMKALC	Administration	Rights of Way training for a councillor	£ -	£ 40.00	£ 40.00
P401	R Haynes	Maintenance	Cleaning of 7 bus shelters on 6/1/25	£ -	£ 105.00	£ 105.00

Grants Pitstone Church yard maintenance to be considered on 9/1/25 £ - £ - £ -

**Sub total of standard bacs**  
**£ 556.10 £ 10,899.17 £ 11,455.27**

**Direct debits/charges**

direct debit	P368	Crown	Sport & leisure	Gas at pavilion - 1-30/11/24	£ 68.15	£ 340.74	£ 408.89
direct debit	P403	Crown	Sport & leisure	Gas at pavilion - December 24	£ 85.40	£ 427.03	£ 512.43
direct debit	P360	Sage	Administration	Accounting and payroll software monthly subscription - December	£ 8.60	£ 43.00	£ 51.60
direct debit	P406	Sage	Administration	Accounting and payroll software monthly subscription - January	£ 8.60	£ 43.00	£ 51.60
direct debit	P326	British Gas	Sport & leisure	elec at pavilion 1-31/10/24	£ 32.68	£ 653.76	£ 686.44
direct debit	P326 credit note	British Gas	Sport & leisure	elec at pavilion 1-31/10/24 - credit note issued and re-invoiced	-£ 32.68	£ 653.76	£ 686.44
direct debit	P366	British Gas	Sport & leisure	elec at pavilion 1-31/10/24 - reissued P326	£ 33.30	£ 666.19	£ 699.49
direct debit	P363	British Gas	Sport & leisure	elec at pavilion 1-30/11/24	£ 33.15	£ 663.09	£ 696.24
direct debit	P363 Credit Note	British Gas	Sport & leisure	elec at pavilion 1-30/11/24 - credit note issued and re-invoiced	-£ 33.15	£ 663.09	£ 696.24
direct debit	P365	British Gas	Sport & leisure	elec at pavilion 1-30/11/24 - reissued P363	£ 33.75	£ 675.12	£ 708.87
direct debit	P405	British Gas	Sport & leisure	elec at pavilion 1-31/12/24	£ 33.47	£ 669.40	£ 702.87
direct debit	P364	NPower	Lighting	1-30/11/24 street light energy	£ 108.77	£ 543.87	£ 652.64
direct debit	P404	NPower	Lighting	1-31/12/24 street light energy	£ 114.77	£ 573.85	£ 688.62
direct debit	P362	Buckinghamshire Council	Sport & Leisure	Monthly waste services for November	£ -	£ 28.05	£ 28.05
direct debit	P402	Buckinghamshire Council	Sport & Leisure	Monthly waste services for December	£ -	£ 30.95	£ 30.95
direct debit	P392	EE	Administration	Facilities manager mobile monthly fee	£ 4.99	£ 24.93	£ 29.92
charge	P389	Unity Trust Bank	Administration	Bank charge 30/11/24	£ -	£ 16.65	£ 16.65
credit card direct debit	P309	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P308	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card	P329	Post Office	PPP & Guide	Postage for PPP copies	£ -	£ 8.50	£ 8.50
credit card direct debit	P331	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card	P345	Leafletfrog	Administration	invitation printing for volunteer event	£ -	£ 42.00	£ 42.00
credit card	P346	Amazon	Administration	copier paper	£ 4.75	£ 23.74	£ 28.49
credit card	P347	Amazon	Administration	key tags	£ -	£ 3.99	£ 3.99
credit card	P348	Amazon	Administration	laminating pouches	£ 1.49	£ 7.46	£ 8.95
credit card	P349	Amazon	Administration	batteries and envelopes	£ 6.33	£ 31.57	£ 37.90
credit card	P350	Amazon	Administration	batteries	£ 2.50	£ 12.49	£ 14.99
credit card	P351	Amazon	Administration	disposable cups	£ 1.58	£ 7.91	£ 9.49
credit card	P352	Amazon	Administration	blu tac	£ 0.82	£ 4.08	£ 4.90
credit card	P390	Clicksend	Administration	text message service for car scheme - top up	£ -	£ 100.00	£ 100.00
credit card	P391	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00

**Sub total of direct debits & charges**  
**£ 517.27 £ 4,372.82 £ 4,890.09**

**TOTAL OUTGOINGS**  
**£ 1,073.37 £ 15,271.99 £ 16,345.36**

**Inter-account transfers**

£30,600 (inc VAT) Croudace funding transferred from Unity to NatWest Reserve Account. Complete. £ 30,600.00 £ 30,600.00  
 £32,640 will need to be transferred to the NatWest Reserve Account re Bellway playspace once the funds clear into the Unity Trust Account.  
**£ 32,640.00 £ 32,640.00**  
**£ 63,240.00 £ 63,240.00**

**CCLA Public Sector Deposit Fund**

	VAT	Net	Gross
CCLA Financial Income Reinvestment 4/11/24	£ -	£ 273.69	£ 273.69
	£ -	£ 273.69	£ 273.69

Receipts received, paid into a NatWest account

	NatWest	Financial	reserve account interest	VAT	Net	Gross
	NatWest	Financial	S106 account interest	£ -	£ 26.84	£ 26.84
				£ -	£ 1.14	£ 1.14
				<b>£ -</b>	<b>£ 27.98</b>	<b>£ 27.98</b>

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross
12/12/2024	Safran	Bus Shelter Project	1 x Arun Cantilever bus shelter	£ 1,248.00	£ 6,240.00	£ 7,488.00
11/12/2024	Neil Douglas	Sport & Leisure	November hire of pavilion	£ 90.00	£ 450.00	£ 540.00
17/12/2024	Sports Therapist	PPP & Guide	Advertising in issue 143	£ 4.50	£ 22.50	£ 27.00
17/12/2024	Hartbeeps	Sport & Leisure	November hire of pavilion	£ 55.00	£ 275.00	£ 330.00
17/12/2024	Com Church	Sport & Leisure	November hire of pavilion	£ 8.33	£ 41.67	£ 50.00
17/12/2024	Gong Bath	Sport & Leisure	November hire of pavilion	£ -	£ 60.00	£ 60.00
24/12/2024	Bellway Homes Limited	S106 commuted sum	S106 payment in respect of the Tun Furlong play space	£ -	£ 32,640.00	£ 32,640.00
18/12/2024	P&I JFC	Sport & Leisure	November hire of pavilion	£ -	£ 885.00	£ 885.00
19/12/2024	Green Room	PPP & Guide	Advertising in issue 143	£ 4.92	£ 24.58	£ 29.50
20/12/2024	Berkhamsted Yoga	Sport & Leisure	November hire of pavilion	£ -	£ 90.00	£ 90.00
23/12/2024	Jazzercise	PPP & Guide	Advertising in issues 143-146	£ 17.70	£ 88.50	£ 106.20
24/12/2024	House of Worship	Sport & Leisure	November hire of pavilion	£ 13.33	£ 66.67	£ 80.00
30/12/2024	Buckinghamshire Council	Sport & Leisure	November hire of pavilion	£ 33.22	£ 166.08	£ 199.30
30/12/2024	P&I UFC	Sport & Leisure	November hire of pavilion	£ 49.17	£ 470.83	£ 520.00
31/12/2024	P E Mead	PPP & Guide	Advertising in issues 143-146	£ 10.20	£ 51.00	£ 61.20
31/12/2024	Little IT Company	PPP & Guide	Advertising in issues 143-146	£ 17.70	£ 88.50	£ 106.20
				<b>£1,552.07</b>	<b>£41,660.33</b>	<b>£43,212.40</b>
			<b>TOTAL INCOMINGS</b>	<b>£1,552.07</b>	<b>£41,962.00</b>	<b>£43,514.07</b>

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
15/10/2024	Repair Café	Sport & Leisure	Hire of the pavilion in September (remaining balance)	£ 1.00	£ 5.00	£ 6.00
16/12/2024	Handyman Dave	PPP & Guide	Advertising in issues 143-146	£ 9.00	£ 45.00	£ 54.00
16/12/2024	Appliance Professor	PPP & Guide	Advertising in issue 143	£ 4.92	£ 24.58	£ 29.50
16/12/2024	Board Games Group	Sport & Leisure	November hire of pavilion	£ 11.25	£ 56.25	£ 67.50
29/12/2024	HMRC	VAT	VAT return for 1-30/11/24	£ 387.47	£ 387.47	£ 387.47
			<b>TOTAL INCOME PENDING</b>	<b>£ 3,517.78</b>	<b>£ 84,140.63</b>	<b>£ 87,270.94</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:

None	£ -	£ -	£ -
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Bad debt written off:

None

Commitments:

		Horwood & James	Administration	Legal costs in association with draft lease to 1st Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.	tbc	£ -
		IAC Ltd	Administration	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	£ 79.00	£ 395.00
		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)	£ -	£ 750.00
		Eclipse	Sport & Leisure	Second half payment for stage for Party in the Park (12/7/2025 tbc, first half deposit non-refundable)	£ 132.66	£ 663.30
credit card	P377	Lock and Key	Sport & Leisure	3 x replacement keys for turnstile	£ 2.50	£ 12.50
credit card	P378	Post Office	Administration	Stamps for volunteer event invitations (out of village)	£ -	£ 13.20
credit card	P397	Breevy	Administration	Subscription - annual - \$28.66, check invoice for UK conversion	£ -	£ 10.30
credit card direct debit	P367	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30
credit card direct debit	P407	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30
credit card direct debit	P410	Sipgate	Administration	council telephony charge	£ -	£ 20.00
credit card direct debit	P411	Sipgate	Administration	car scheme telephony charge	£ -	£ 25.00
charge		Unity Trust Bank	Administration	Bank charge 31/12/24	£ -	£ 14.40
					<b>£ 214.16</b>	<b>£ 1,914.00</b>
						<b>£ 2,128.16</b>

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	£ 200.00
National Trust	Compensation	For loss of rag pit - Anglian Water (Jan 2025)	£ 200.00