

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR JULY 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	£	-	£ 5,316.87
P121	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£	9.00	£ 45.00
P122	Ace Fire & Security	Sport & Leisure	Upgrade monitoring system to 4G	£	69.00	£ 345.00
P123	R Haynes	Maintenance	Cleaning of 4 bus shelters on 1/7/24	£	-	£ 60.00
P125	R D Leonard Ltd	Litter & dog fouling	Install new bin & remove/dispose of broken bin on recreation ground	£	-	£ 105.00
P120	Amber signs and print	Maintenance	Gate sign for local wildlife site	£	19.29	£ 96.44
P151	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in June including renovation	£	688.00	£ 3,440.00
P152	Toner Giant	Administration	Full set of toner cartridges for laser printer in office	£	54.07	£ 270.35
P153	Roll In Trade Ltd	Youth Café	June youth café	£	-	£ 325.60
P154	Roll In Trade Ltd	Youth Café	July youth café	£	-	£ 591.70
Grants	None on the agenda for approval			£	-	£ -
Sub total of standard bacs				£	839.36	£ 10,595.96
				£		£ 11,435.32

Direct debits/charges

direct debit	P134	EDF	Sport & leisure	Pavilion gas - 23/5-3/7/24	£	12.60	£ 251.93	£ 264.53
direct debit	P124	Sage	Administration	Accounting and payroll software monthly subscription	£	6.80	£ 34.00	£ 40.80
direct debit	P130	SSE Southern Electric	Sport & leisure	1-30/6/24 elec at pavilion - incorrect invoice sent, requested correct invoice	£	-	£ -	
direct debit	P129	NPower	Lighting	1-30/6/24 street light energy (new tariff)	£	19.07	£ 381.38	£ 400.45
direct debit	P131	Buckinghamshire Council	Sport & Leisure	Monthly waste services for June	£	-	£ 14.50	£ 14.50
direct debit	P132	Buckinghamshire Council	Litter & dog fouling	Supply & install dog bin for Crispin Field	£	59.17	£ 295.83	£ 355.00
direct debit	P139	EE	Administration	Facilities manager mobile monthly fee	£	4.04	£ 20.19	£ 24.23
direct debit	P136	Information Commissioners Office	Administration	Data Protection Registration Fee	£	-	£ 35.00	£ 35.00
credit card direct debit	P81	Sipgate	Administration	council telephony charge	£	-	£ 15.00	£ 15.00
credit card direct debit	P80	Sipgate	Administration	car scheme telephony charge	£	-	£ 20.00	£ 20.00
credit card direct debit	P84	Microsoft	Administration	online services monthly subscription	£	-	£ 10.30	£ 10.30
credit card	P104	Mark Harrod	Sport & Leisure	replacement parts for goals - requested VAT invoice	£	-	£ 352.61	£ 352.61
credit card	P105	Care Check	Administration	DBS check for car scheme volunteer	£	2.00	£ 10.00	£ 12.00
credit card	P138	Skills Training Centre	Administration	playground inspection training for P Clarke	£	-	£ 306.00	£ 306.00
credit card	P137	Lloyds Bank	Administration	CC monthly fee	£	-	£ 3.00	£ 3.00
Sub total of direct debits & charges				£	103.68	£ 1,749.74	£ 1,853.42	
TOTAL OUTGOINGS				£	943.04	£ 12,345.70	£ 13,288.74	

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. Both for signature at meeting.	£	-	£ 39,000.00	£ 39,000.00
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CCLA Public Sector Deposit Fund

	VAT	Net	Gross
CCLA Financial Income 31/5/24-30/6/24	£	-	£ 113.61
			£ 113.61

Receipts received, paid into a NatWest account

	VAT	Net	Gross
NatWest Financial reserve account interest	£	-	£ 70.84
NatWest Financial S106 account interest	£	-	£ 0.01
	£	-	£ 70.85

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross
02/07/2024	Home Counties Lofts	PPP & Guide	Advertising in 141-144	£ 35.40	£ 177.00	£ 212.40
01/07/2024	Board Games Group	Sport & Leisure	May hire of pavilion	£ 10.13	£ 50.62	£ 60.75
27/06/2024	HMRC	VAT	VAT return 1-31/5/24	£ 1,803.22	£ -	£ 1,803.22
01/07/2024	M Marsden	Sport & Leisure	60th birthday party	£ 19.17	£ 95.83	£ 115.00
03/07/2024	National Trust	Compensation	Annual compensation for loss of rag pit. Down Farm.	£ -	£ 548.00	£ 548.00
05/07/2024	Appliance Professor	PPP & Guide	Advertising in 141	£ 4.92	£ 24.58	£ 29.50
03/07/2024	Sport Therapist	PPP & Guide	Advertising in 141	£ 4.50	£ 22.50	£ 27.00
15/07/2024	Travel Impressions	PPP & Guide	Upgrade to advertising from half page to full page	£ 4.88	£ 24.38	£ 29.26
11/07/2024	Neil Douglas	Sport & Leisure	June car park hire	£ 90.00	£ 450.00	£ 540.00
15/07/2024	Julie Campbell Yoga	Sport & Leisure	June hire of pavilion	£ -	£ 54.00	£ 54.00
18/07/2024	Hartbeeps	Sport & Leisure	June hire of pavilion	£ 49.50	£ 247.50	£ 297.00
18/07/2024	House of Worship	Sport & Leisure	June hire of pavilion	£ 12.33	£ 61.67	£ 74.00
18/07/2024	Kick Box Fit	Sport & Leisure	June hire of pavilion - rooms	£ -	£ 13.50	£ 13.50
23/07/2024	Com Church	Sport & Leisure	June hire of pavilion	£ 7.67	£ 38.33	£ 46.00
				£1,972.22	£1,446.91	£3,419.13
TOTAL INCOMINGS				£1,972.22	£1,631.37	£3,603.59

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
12/04/2024	P&I UFC	Sport & Leisure	March hire of the pavilion	£ 46.17	£ 368.83	£ 415.00
12/04/2024	P&I UFC	Sport & Leisure	18/4/24 hire of the pavilion	£ 18.17	£ 159.83	£ 178.00
23/04/2024	P&I UFC	Sport & Leisure	23/4/24 hire of the pavilion	£ 14.00	£ 139.00	£ 153.00
09/06/2024	P&I UFC	Sport & Leisure	27/6/24 Fun Day including tournament - cancelled	£ -	£ -	£ -
10/06/2024	P&I UFC	Sport & Leisure	May storage fee (no fixtures)	£ 4.17	£ 20.83	£ 25.00
15/07/2024	P&I UFC	Sport & Leisure	June storage fee (no fixtures)	£ 4.17	£ 20.83	£ 25.00
14/07/2024	Griggs Mechanical Services	PPP & Guide	Advertising in issues 141-144 of PPP	£ 10.20	£ 51.00	£ 61.20
14/07/2024	Berkhamsted Yoga	Sport & Leisure	June hire of pavilion	£ -	£ 81.00	£ 81.00
14/07/2024	Board Games Group	Sport & Leisure	June hire of pavilion	£ 10.13	£ 50.62	£ 60.75
14/07/2024	Repair Café	Sport & Leisure	June hire of pavilion	£ 9.00	£ 45.00	£ 54.00
23/07/2024	HMRC	VAT	VAT return 1-30/6/24	£ 388.99	£ -	£ 388.99
28/04/2024	Croudace	Lighting	Maintenance funds to transfer 33 lights/bollards to parish council ownership - TBC			
TOTAL INCOME PENDING				£ 505.00	£ 936.94	£ 1,441.94

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	£ 474.00
	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	£ 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	£ 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	£ 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
	Ambivent Facilities Management	Sport & Leisure	Supply and install of replacement Nuair touchscreen controller for air conditioning system	£ 188.00	£ 940.00	£ 1,128.00
	Wicksteed	Sport & Leisure	Repair of wet pour and replacement link assemblies for the see-saw area in Windsor Road play space	£ 314.81	£ 1,574.05	£ 1,888.86
credit card direct debit	P128	Sipgate	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P127	Sipgate	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P133	Microsoft	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card	P135	Pro-Fold UK	4 x 6ft rectangular tables for pavilion	£ 64.40	£ 322.00	£ 386.40
				£ 3,688.87	£ 19,239.65	£ 22,928.52

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