

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR JUNE 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	£ -	£ 5,711.12	£ 5,711.12
P94	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P90	R Haynes	Maintenance	Cleaning of 4 bus shelters on 4/6/24	£ -	£ 60.00	£ 60.00
P92	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at recreation ground quarterly	£ 266.00	£ 1,330.00	£ 1,596.00
P93	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in May including renovation	£ 271.00	£ 2,635.00	£ 2,906.00
P119	Roll In Trade Ltd	Youth Café	May youth café	£ -	£ 404.60	£ 404.60
(R37)	Moren Associates Limited	PPP & Guide	Refund of advertising in issues 141-143	£ 14.62	£ 73.12	£ 87.74
P87	Construction Materials Limited	Sport & Leisure	Topsoil for pitch renovation 60/40	£ 453.25	£ 2,266.24	£ 2,719.49
P88	Wicksteed	Sport & Leisure	3 x annual playground inspections	£ 76.23	£ 381.15	£ 457.38
P91	Lamps & Tubes Illuminations Ltd	Lighting	Electrical Safety Tests for all columns (every 6 years)	£ 694.98	£ 3,474.90	£ 4,169.88
P95	Glasdon	Litter & dog fouling	topsy Jubilee litter bin to replace broken wooden bin by zip wire	£ 62.68	£ 313.38	£ 376.06
P96	L Eagling	Administration	Quarterly home office expense claim	£ -	£ 78.00	£ 78.00
P97	A Meredith	Litter & dog fouling	Gloves for litter picking	£ 2.50	£ 12.49	£ 14.99
P106	BALC	Administration	EAP membership services	£ -	£ 145.80	£ 145.80
P116	P Clarke	Administration	Expenses	£ -	£ 55.33	£ 55.33
P118	Ross Lawry Agricultural Services	Devolved Services / Sport & Leisure	Grass cutting and right of way maintenance	£ 1,328.00	£ 6,640.00	£ 7,968.00
Grants	None on the agenda for approval			£ -	£ -	£ -
Sub total of standard bacs				£ 3,178.26	£ 23,626.13	£ 26,804.39

Direct debits/charges

direct debit	P83	EDF	Sport & leisure	Pavilion gas - 1/5-22/5/24	£ 12.78	£ 255.69	£ 268.47
direct debit	P82	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.80	£ 34.00	£ 40.80
direct debit	P86	SSE Southern Electric	Sport & leisure	1-31/5/24 elec at pavilion	£ 21.51	£ 428.34	£ 449.85
direct debit	P85	NPower	Lighting	1-31/5/24 street light energy (new tariff)	£ 21.08	£ 421.62	£ 442.70
direct debit	P89	Buckinghamshire Council	Sport & Leisure	Monthly waste services for May including annual Duty of Care charge	£ -	£ 111.55	£ 111.55
direct debit	P117	EE	Administration	Facilities manager mobile monthly fee	£ 3.91	£ 19.53	£ 23.44
credit card direct debit	P44	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card direct debit	P43	1Password	Administration	Password management subscription	£ -	£ 92.19	£ 92.19
credit card direct debit	P51	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P52	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card	P53	Baggery Sundries	Litter & dog fouling	black sacks for litter pickers	£ 10.79	£ 53.95	£ 64.74
credit card	P59	Amazon	Litter & dog fouling	long sleeved hi vis vest	£ 1.28	£ 6.38	£ 7.66
credit card	P60	Amazon	Litter & dog fouling	hi vis vest	£ 1.61	£ 8.03	£ 9.64
credit card	P61	Amazon	Administration	black ribbon	£ 0.86	£ 4.29	£ 5.15
credit card	P65	Lock & Key	Sport & Leisure	extra cabinet keys	£ 2.00	£ 10.00	£ 12.00
credit card	P98	Post Office	PPP & Guide	stamps for posting PPP	£ -	£ 13.60	£ 13.60
credit card	P99	Post Office	Administration	stamps	£ -	£ 9.35	£ 9.35
credit card	P100	Tesco	Administration	refreshments for annual assembly	£ 8.74	£ 43.73	£ 52.47
credit card	P101	Amazon	Administration	document wallets for LWS parking	£ 1.08	£ 5.41	£ 6.49
credit card	P102	Amazon	Litter & dog fouling	waterproof overtrousers for litter picker	£ 2.83	£ 14.16	£ 16.99
credit card	P103	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
Sub total of direct debits & charges				£ 95.27	£ 1,580.12	£ 1,675.39	
TOTAL OUTGOINGS				£ 3,273.53	£ 25,206.25	£ 28,479.78	

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 requested from CCLA re investment.	£ -	£ 39,000.00	£ 39,000.00
---	-----	-------------	-------------

CCLA Public Sector Deposit Fund

VAT Net Gross

CCLA Financial Income 30/4/24-31/5/24

£ - £ 109.55 £ 109.55

Receipts received, paid into a NatWest account

NatWest Financial reserve account interest
 NatWest Financial S106 account interest

	VAT	Net	Gross
£	-	£ 78.33	£ 78.33
£	-	£ 0.01	£ 0.01
£	-	£ 78.34	£ 78.34

Receipts received, paid into Unity account

Date	Company/Name	Cost Centre	Description
15/05/2024	P&I JFC	Sport & Leisure	April hire of the pavilion
21/05/2024	Neil Douglas	Sport & Leisure	April hire of the pavilion
03/06/2024	Board Games Group	Sport & Leisure	April hire of the pavilion
04/06/2024	House of Worship	Sport & Leisure	April hire of the pavilion
10/06/2024	Kick Box Fit	Sport & Leisure	April hire of the pavilion
10/06/2024	Kick Box Fit	Sport & Leisure	May hire of pavilion
12/06/2024	Neil Douglas	Sport & Leisure	May hire of pavilion - rooms
12/06/2024	Neil Douglas	Sport & Leisure	May hire of pavilion - parking
11/06/2024	P&I JFC	Sport & Leisure	May hire of pavilion - rooms
11/06/2024	P&I JFC	Sport & Leisure	May hire of pavilion - pitch
11/06/2024	Com Church	Sport & Leisure	May hire of pavilion
12/06/2024	Gong Bath	Sport & Leisure	May hire of pavilion
11/06/2024	Hartbeeps	Sport & Leisure	May hire of pavilion
10/06/2024	Berkhamsted Yoga	Sport & Leisure	May hire of pavilion
18/06/2024	Over 60's Club	Donations received	Donation to the parish council
18/06/2024	BC Community Board	Sport & Leisure	March hire of the pavilion
19/05/2024	Repair Café	Sport & Leisure	April hire of the pavilion
19/05/2024	Repair Café	Sport & Leisure	June hire of the pavilion
18/06/2024	Damian Stewart Plumbing	PPP & Guide	Advertising in 141-144
17/06/2024	Green Room	PPP & Guide	Advertising in 141
21/06/2024	Womens Institute	Sport & Leisure	May hire of pavilion
20/06/2024	R Powell & Son	PPP & Guide	Advertising in 141-144
21/06/2024	House of Worship	Sport & Leisure	May hire of pavilion
21/06/2024	Tring U3A	PPP & Guide	Advertising in 141-144

	VAT	Net	Gross
£	-	£ 608.00	£ 608.00
£	90.00	£ 450.00	£ 540.00
£	10.13	£ 50.62	£ 60.75
£	12.33	£ 61.67	£ 74.00
£	-	£ 67.50	£ 67.50
£	-	£ 40.50	£ 40.50
£	7.71	£ 38.54	£ 46.25
£	90.00	£ 450.00	£ 540.00
£	6.17	£ 30.83	£ 37.00
£	-	£ 367.34	£ 367.34
£	7.67	£ 38.33	£ 46.00
£	-	£ 54.00	£ 54.00
£	49.50	£ 247.50	£ 297.00
£	-	£ 81.00	£ 81.00
£	-	£ 100.00	£ 100.00
£	13.42	£ 67.08	£ 80.50
£	9.00	£ 45.00	£ 54.00
£	9.00	£ 45.00	£ 54.00
£	10.20	£ 51.00	£ 61.20
£	4.92	£ 25.48	£ 29.50
£	9.25	£ 46.25	£ 55.50
£	17.70	£ 88.50	£ 106.20
£	12.33	£ 61.67	£ 74.00
£	10.20	£ 51.00	£ 61.20
£369.53		£3,166.81	£3,535.44

TOTAL INCOMINGS £369.53 £3,354.70 £3,723.33

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
12/04/2024	P&I UFC	Sport & Leisure	March hire of the pavilion
12/04/2024	P&I UFC	Sport & Leisure	18/4/24 hire of the pavilion
23/04/2024	P&I UFC	Sport & Leisure	23/4/24 hire of the pavilion
09/06/2024	P&I UFC	Sport & Leisure	27/6/24 Fun Day including tournament
10/06/2024	P&I UFC	Sport & Leisure	May storage fee (no fixtures)
10/06/2024	Board Games Group	Sport & Leisure	May hire of pavilion
10/06/2024	National Trust	Compensation	Annual compensation for loss of rag pit. Down Farm. June 2024
14/06/2024	Carter Carpentry	PPP & Guide	Advertising in 141
14/06/2024	Binghams Park Farm	PPP & Guide	Advertising in 141-144
14/06/2024	Appliance Professor	PPP & Guide	Advertising in 141
21/06/2024	HMRC	VAT	VAT return 1-31/5/24
21/06/2024	M Marsden	Sport & Leisure	60th birthday party
28/04/2024	Croudace	Lighting	Maintenance funds to transfer 33 lights/bollards to parish council ownership - TBC

	VAT	Net	Gross
£	46.17	£ 368.83	£ 415.00
£	18.17	£ 159.83	£ 178.00
£	14.00	£ 139.00	£ 153.00
£	36.67	£ 252.33	£ 289.00
£	4.17	£ 20.83	£ 25.00
£	10.13	£ 50.62	£ 60.75
£	-	£ 548.00	£ 548.00
£	2.50	£ 12.50	£ 15.00
£	35.40	£ 177.00	£ 212.40
£	4.92	£ 24.58	£ 29.50
£	1,803.22	£ -	£ 1,803.22
£	19.17	£ 95.83	£ 115.00
£	1,994.52	£ 1,849.35	£ 3,843.87

TOTAL INCOME PENDING £ 1,994.52 £ 1,849.35 £ 3,843.87

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:

Hawthorn Gardening	PPP	Issue 140 already printed (NB: credit note raised against 3 editions not yet printed)	£	1.50	£	7.50	£	9.00
--------------------	-----	---	---	------	---	------	---	------

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	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
					£	3,626.47	£	19,280.26	£	22,906.73

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

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries.