

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR MAY 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	£ -	£ 5,301.93	£ 5,301.93
P66	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P67	R Haynes	Maintenance	Cleaning of 4 bus shelters on 7/5/24	£ -	£ 60.00	£ 60.00
P47	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in April	£ 149.00	£ 745.00	£ 894.00
P79	Roll In Trade Ltd	Youth Café	April youth café	£ -	£ 445.80	£ 445.80
P38	Lock & Key	Sport & Leisure	Replacement ticket office door handle/lock	£ 25.30	£ 126.50	£ 151.80
P39	Sinfield Services Limited	Sport & Leisure	Supply & fit 2 x TMVs	£ 301.40	£ 1,507.00	£ 1,808.40
P40	Rural Services Partnership	Administration	Membership 1/4/24-31/3/25	£ 10.00	£ 50.00	£ 60.00
P41	Hartgraph Limited	PPP & Guide	PPP140 Printing	£ -	£ 815.00	£ 815.00
P42	IAC Audit & Consultancy	Administration	Internal audit fee	£ 75.05	£ 375.25	£ 450.30
P46	Glasdon	Litter & dog fouling	Green sacks for litter bins	£ 36.78	£ 183.90	£ 220.68
P49	R D Leonard Ltd	Sport & Leisure	Fit playground gate and dispose of broken one	£ -	£ 425.00	£ 425.00
P68	Parrs	Litter & dog fouling	Streetmaster litter pickers and handhoops	£ 23.40	£ 117.00	£ 140.40
P69	Parrs	Litter & dog fouling	litter pickers and disposable gloves	£ 15.72	£ 78.60	£ 94.32
Grants	P37 Pitstone Memorial Hall	Grants	Grant application for floor scrubber, approved at the April meeting	£ -	£ 3,000.00	£ 3,000.00
	P36 1st Inghoe and Pitstone Scouts	Grants	Grant application for air rifle equipment, approved at the April meeting	£ -	£ 1,800.00	£ 1,800.00
Sub total of standard bacs				£ 645.65	£ 15,075.98	£ 15,721.63

Direct debits/charges

direct debit	P48	EDF	Sport & leisure	Pavilion gas - 27/3-30/4/24	£ 20.96	£ 419.21	£ 440.17
direct debit	P50	Sage	Administration	Accounting and payroll software monthly subscription	£ 6.80	£ 34.00	£ 40.80
direct debit	P64	SSE Southern Electric	Sport & leisure	1-30/4/24 elec at pavilion	£ 21.08	£ 420.15	£ 441.23
credit card direct debit	P01	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card	P479	Leafletfrog	Administration	annual assembly agenda printing	£ -	£ 70.00	£ 70.00
credit card	P08	istock	Administration	images for promotional literature	£ 13.80	£ 69.00	£ 82.80
credit card direct debit	P13	Microsoft	Administration	Microsoft 365 Apps for Business	£ -	£ 309.60	£ 309.60
credit card direct debit	P14	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card	P16	Amazon	Youth café	steering wheel, gear stick and pedals	£ 40.67	£ 203.32	£ 243.99
credit card	P17	Amazon	Administration	badge holders	£ 0.91	£ 4.52	£ 5.43
credit card	P18	Amazon	Administration	laminating pouches	£ 1.63	£ 8.12	£ 9.75
credit card	P54	Amazon	Sport & leisure	Neutradol for pavilion	£ 5.33	£ 26.66	£ 31.99
credit card	P55	Amazon	Administration	plastic wallets	£ 1.33	£ 6.66	£ 7.99
credit card	P56	Amazon	Sport & leisure	tea towels for pavilion	£ 3.48	£ 17.39	£ 20.87
credit card	P57	Amazon	Administration	printer paper	£ 5.00	£ 24.99	£ 29.99
credit card	P58	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
direct debit	P63	EE	Administration	Facilities manager mobile monthly fee	£ 4.18	£ 20.90	£ 25.08
direct debit	P45	NPower	Lighting	1-30/4/24 street light energy	£ 8.61	£ 172.14	£ 180.75
direct debit	P62	Buckinghamshire Council	Sport & Leisure	Monthly waste services for April	£ -	£ 11.60	£ 11.60
direct debit	P70	Wave	Sport & leisure	Water at the pavilion 15/2-14/5/24	£ -	£ 103.37	£ 103.37
direct debit	P71	Wave	Sport & leisure	Water at the allotments 15/2-14/5/24	£ -	£ 67.19	£ 67.19
Sub total of direct debits & charges				£ 133.78	£ 2,017.12	£ 2,150.90	

TOTAL OUTGOINGS £ 779.43 £ 17,093.10 £ 17,872.53

Inter-account transfers

Nominal £5 transfer from Unity Trust to NatWest complete	£ -	£ 5.00	£ 5.00
--	-----	--------	--------

CCLA Public Sector Deposit Fund

	VAT	Net	Gross
CCLA Financial Income 31/3/24-30/4/24	£ -	£ 113.07	£ 113.07

Receipts received, paid into a NatWest account

NatWest	Financial	reserve account interest
NatWest	Financial	S106 account interest

	VAT		Net		Gross
£	-	£	83.27	£	83.27
£	-	£	0.01	£	0.01
£	-	£	83.28	£	83.28

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
25/04/2024	House of Worship	Sport & Leisure	March hire of the pavilion
01/05/2024	Board Games Group	Sport & Leisure	March hire of the pavilion
07/05/2024	Kick Boxing	Sport & Leisure	March hire of the pavilion
07/05/2024	Repair Café	Sport & Leisure	February hire of pavilion
07/05/2024	The Stag	PPP	PPP advertising issues 140-143 (upgrade from 1 edition to 4)
29/04/2024	P&IUFC	Sport & Leisure	February hire of pavilion
16/05/2024	Carter Carpentry & Joinery	PPP	PPP advertising issue 140
17/05/2024	HMRC	VAT	1-30/4/24
15/05/2024	Berkhamsted Yoga	Sport & Leisure	February hire of pavilion
15/05/2024	Berkhamsted Yoga	Sport & Leisure	March hire of the pavilion
15/05/2024	Berkhamsted Yoga	Sport & Leisure	April hire of the pavilion
14/05/2024	Com Church	Sport & Leisure	April hire of the pavilion
15/05/2024	Hartbeeps	Sport & Leisure	April hire of the pavilion

	VAT		Net		Gross
£	15.42	£	77.08	£	92.50
£	10.13	£	50.62	£	60.75
£	-	£	54.00	£	54.00
£	9.00	£	45.00	£	54.00
£	12.78	£	63.91	£	76.69
£	56.30	£	488.45	£	544.75
£	2.50	£	12.50	£	15.00
£	308.42	£	-	£	308.42
£	-	£	81.00	£	81.00
£	-	£	81.00	£	81.00
£	-	£	40.50	£	40.50
£	7.67	£	38.33	£	46.00
£	24.75	£	123.75	£	148.50
£446.97		£1,156.14		£1,603.11	

TOTAL INCOMINGS	£446.97	£1,352.49	£1,799.46
------------------------	----------------	------------------	------------------

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
18/03/2024	Hawthorn Gardening	PPP	PPP advertising issues 140-143
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
12/04/2024	BC Community Board	Sport & Leisure	March hire of the pavilion - reissued following request by BC to add a PO number
13/05/2024	Repair Café	Sport & Leisure	April hire of the pavilion
13/05/2024	Kick Box Fit	Sport & Leisure	April hire of the pavilion
13/05/2024	Board Games Group	Sport & Leisure	April hire of the pavilion
13/05/2024	P&I JFC	Sport & Leisure	April hire of the pavilion
13/05/2024	House of Worship	Sport & Leisure	April hire of the pavilion
13/05/2024	Neil Douglas	Sport & Leisure	April hire of the pavilion
28/04/2024	Croudace	Lighting	Maintenance funds to transfer 33 lights/bollards to parish council ownership

	VAT		Net		Gross
£	9.00	£	45.00	£	54.00
£	46.17	£	368.83	£	415.00
£	18.17	£	159.83	£	178.00
£	14.00	£	139.00	£	153.00
£	13.42	£	67.08	£	80.50
£	9.00	£	45.00	£	54.00
£	-	£	67.50	£	67.50
£	10.13	£	50.62	£	60.75
£	-	£	608.00	£	608.00
£	12.33	£	61.67	£	74.00
£	90.00	£	450.00	£	540.00
£	9,900.00	£	49,500.00	£	59,400.00
£	10,122.22	£	51,562.53	£	61,684.75

TOTAL INCOME PENDING	£	10,122.22	£	51,562.53	£	61,684.75
-----------------------------	----------	------------------	----------	------------------	----------	------------------

Summary of those in credit with the parish council:

None	£	-	£	-	£	-
------	---	---	---	---	---	---

Summary of accounts where the parish council is in credit:

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	£ 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	
Eclipse	Sport & Leisure	Second half payment for stage for Party in the Park (date tbc)	£	132.66	£ 795.96	
Patrick Stileman	Open Space	Re-inspection of two Ash trees mid to late summer	£	14.00	£ 84.00	
GW Shelters	Capital project	Purchase and installation of two bus shelters for Westfield Road	£	2,426.00	£ 14,556.00	
Glasdon	Sport & Leisure	Topsy Jubilee bin to replace broken wooden bin in recreation ground play space + two boxes of green sacks	£	99.46	£ 596.74	
RML Tree & Garden Services	Sport & Leisure	Undertake tree works identified in the tree risk assessment including the felling of the Swedish Whitebeam	£	470.00	£ 2,820.00	
credit card direct debit	P44	Microsoft	Administration	online services monthly subscription	£	-
				£	10.30	£ 10.30

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
					£	3,237.66	£	16,983.53	£	20,221.19

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	
Buckinghamshire Council	Precept	Second payment 16/9/24	£ 86,215.00
National Trust	Compensation	For loss of rag pit - Down Farm (June 2024)	£ 548.00
National Trust	Compensation	For loss of rag pit - Anglian Water (Jan 2025)	£ 200.00
			<u>£ 86,963.00</u>

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries.