

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR NOVEMBER 2024 MEETING (HELD 5/12/24)**

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, NJC pay award, HMRC PAYE & NI & NEST, expenses		£ 5,563.58	£ 5,563.58
P327	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P311	R Haynes	Maintenance	Cleaning of 4 bus shelters on 4/11/24	£ -	£ 60.00	£ 60.00
P328	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in October	£ 152.00	£ 760.00	£ 912.00
P332	Gallagher	Administration	Extra insurance premium arising from addition of 3 bus shelters	£ -	£ 47.23	£ 47.23
P333	Vitax Limited	Sport & Leisure	White line machine	£ 143.20	£ 716.00	£ 859.20
P344	Clark Contracting Ltd	Allotments	20 tonnes of stone for track and access repairs	£ 124.74	£ 623.70	£ 748.44
P354	Ross Lawry Agricultural Services	Grass/hedge/devolved services	various grass cutting, hedge cutting & devolved service gass/hedge/rights of way/siding out	£ 1,231.00	£ 6,155.00	£ 7,386.00
P355	Ambivent Facilities Management	Sport & Leisure	Items for use during service of heating & air conditioning	£ 45.05	£ 225.24	£ 270.29
P356	Aylesbury Fire Systems	Sport & Leisure	annual service of fire equipment	£ 25.87	£ 129.35	£ 155.22
P357	Ross Lawry Agricultural Services	Devolved services/hedge	Siding out Cheddington Road alleyway & hedge cutting at Hever Close	£ 30.00	£ 150.00	£ 180.00
P358	BMKALC	Administration	Listed buildings training	£ -	£ 50.00	£ 50.00
P359	TCPA	Administration	Annual membership	£ 12.21	£ 101.79	£ 114.00
Grants	None on agenda for consideration			£ -	£ -	£ -
Sub total of standard bacs				£ 1,773.07	£ 14,626.89	£ 16,399.96

Direct debits/charges

direct debit	P330	Crown	Sport & leisure	Gas at pavilion - 30/9-20/10/24	£ 13.28	£ 265.63	£ 278.91
direct debit	P306	Sage	Administration	Accounting and payroll software monthly subscription - November	£ 8.60	£ 43.00	£ 51.60
direct debit	P360	Sage	Administration	Accounting and payroll software monthly subscription - December	£ 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	P363	British Gas	Sport & leisure	elec at pavilion 1-30/11/24	£ 33.15	£ 663.09	£ 696.24
direct debit	P307	NPower	Lighting	1-31/10/24 street light energy	£ 23.10	£ 462.08	£ 485.18
direct debit	P364	NPower	Lighting	1-30/11/24 street light energy	£ 108.77	£ 543.87	£ 652.64
direct debit	P308	Buckinghamshire Council	Sport & Leisure	Monthly waste services for October	£ -	£ 28.05	£ 28.05
direct debit	P362	Buckinghamshire Council	Sport & Leisure	Monthly waste services for November	£ -	£ 28.05	£ 28.05
direct debit	P361	Buckinghamshire Council	Litter and Dog Fouling	Dog waste collection 1/4/24-31/3/25	£ 419.32	£ 2,096.61	£ 2,515.93
direct debit	P353	EE	Administration	Facilities manager mobile monthly fee	£ 4.57	£ 22.86	£ 27.43
direct debit	P324	Wave	Allotments	Water at allotments 15/8-14/11/24	£ -	£ 120.03	£ 120.03
direct debit	P325	Wave	Sport & leisure	Water at pavilion 15/8-14/11/24	£ -	£ 1,032.33	£ 1,032.33
direct debit	P325 - CN	Wave	Sport & leisure	Credit Note re Water at pavilion 15/8-14/11/24	£ -	£ 1,032.33	£ 1,032.33
direct debit	P343	Wave	Sport & leisure	Water at pavilion 15/8-14/11/24, replaces P325	£ -	£ 1,030.51	£ 1,030.51
charge	P322	Unity Trust Bank	Administration	Bank charge	£ -	£ 15.60	£ 15.60
credit card direct debit	P254	Sipgate	Administration	car scheme telephony charge	£ -	£ 20.00	£ 20.00
credit card direct debit	P253	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card direct debit	P264	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card	P267	British Legion Poppy Shop	Grants	wreath to lay at church service & annual donation in lieu of fresh wreath	£ 3.33	£ 166.66	£ 169.99
credit card	P269	Amazon	Litter and Dog Fouling	hi vis vest for litter picker	£ 2.33	£ 11.66	£ 13.99
credit card	P270	Amazon	Litter and Dog Fouling	work boots and poo bags for litter pickers	£ 7.24	£ 58.85	£ 66.09
credit card	P271	Amazon	Administration	nuts for LWS sign	£ 0.87	£ 4.36	£ 5.23
credit card	P273	Amazon	Sport & Leisure	Parcel box (replacement, compensation paid re Network Rail damage)	£ 41.67	£ 208.32	£ 249.99
credit card	P285	Screwfix	Sport & Leisure	Step ladder & work boots required for pavilion	£ 38.00	£ 249.98	£ 287.98
credit card	P298	Workwear.co.uk	Litter and Dog Fouling	Hi vis winter coat for litter picker	£ 7.32	£ 36.61	£ 43.93
credit card	P299	Safety Signs 4 Less	Maintenance	Replacement no smoking in this bus shelter signs	£ 5.71	£ 28.56	£ 34.27
credit card	P302	Total Workwear	Litter and Dog Fouling	Waterproof safety boots for litter picker	£ 0.99	£ 55.88	£ 56.87
credit card	P323	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
Sub total of direct debits & charges				£ 759.53	£ 6,885.32	£ 7,644.85	
TOTAL OUTGOINGS				£ 2,532.60	£ 21,512.21	£ 24,044.81	

Inter-account transfers

£30,600 (inc VAT) Croudace funding for 17 street lights to transfer from Unity to NatWest Reserve Account. Bacs raised.

£ 30,600.00 £ 30,600.00

£ 30,600.00 £ 30,600.00

CCLA Public Sector Deposit Fund

CCLA	Financial	Income Reinvestment 2/10/24
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	VAT	Net	Gross
£	-	£ 112.54	£ 112.54
£	-	£ 112.54	£ 112.54

Receipts received, paid into a NatWest account

NatWest	Financial	reserve account interest
NatWest	Financial	S106 account interest

	VAT	Net	Gross
£	-	£ 29.75	£ 29.75
£	-	£ 0.01	£ 0.01
£	-	£ 29.76	£ 29.76

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
07/11/2024	Kingston-Rayes	Allotments	Allotment tenancy and PAA subscription - new tenant
08/11/2024	Aris	PPP & Guide	Advertising in issue 142 & 143
12/11/2024	Repair Café	Sport & Leisure	Hire of the pavilion in November
11/11/2024	Neil Douglas	Sport & Leisure	Car park space hire in October
16/10/2024	Hartbeeps	Sport & Leisure	Hire of the pavilion in September
16/10/2024	Gong Bath	Sport & Leisure	Hire of the pavilion in September
16/10/2024	Neil Douglas	Sport & Leisure	Hire of the pavilion in September
16/11/2024	Neil Douglas	Sport & Leisure	Hire of the pavilion in September - duplicate payment
20/11/2024	Neil Douglas	Sport & Leisure	Refund of duplicate payment - Hire of the pavilion in September
16/10/2024	Com Church	Sport & Leisure	Hire of the pavilion in September
18/11/2024	S Jones	Allotments	Allotment tenancy and PAA subscription
18/11/2024	Gong Bath	Sport & Leisure	Hire of the pavilion in October
18/11/2024	JD Ballers	Sport & Leisure	October hire of pavilion for small event/summer camp
14/11/2024	Hartbeeps	Sport & Leisure	Hire of the pavilion in October
19/11/2024	Com Church	Sport & Leisure	Hire of the pavilion in October
20/11/2024	Berkhamsted Yoga	Sport & Leisure	Hire of the pavilion in October
20/11/2024	Berkhamsted Yoga	Sport & Leisure	Hire of the pavilion in September - chased
22/11/2024	House of Worship	Sport & Leisure	October hire of pavilion
26/11/2024	Buckinghamshire Council	Sport & Leisure	October hire of pavilion
29/11/2024	HMRC	VAT	1-31/10/24
02/12/2024	P&I JFC	Sport & Leisure	October hire of pavilion
02/12/2024	Board Games Group	Sport & Leisure	October hire of pavilion
02/12/2024	P&I UFC	Sport & Leisure	October hire of pavilion

	VAT	Net	Gross
£	-	£ 8.00	£ 8.00
£	19.66	£ 98.34	£ 118.00
£	10.00	£ 50.00	£ 60.00
£	90.00	£ 450.00	£ 540.00
£	41.25	£ 206.25	£ 247.50
£	-	£ 60.00	£ 60.00
£	3.13	£ 15.62	£ 18.75
£	3.13	£ 15.62	£ 18.75
-£	3.13	-£ 15.62	-£ 18.75
£	8.33	£ 41.67	£ 50.00
£	-	£ 16.00	£ 16.00
£	-	£ 60.00	£ 60.00
£	48.00	£ 240.00	£ 288.00
£	55.00	£ 275.00	£ 330.00
£	8.33	£ 41.67	£ 50.00
£	-	£ 90.00	£ 90.00
£	-	£ 22.50	£ 22.50
£	13.33	£ 66.67	£ 80.00
£	37.38	£ 186.92	£ 224.30
£	5,438.74	£ -	£ 5,438.74
£	-	£ 870.00	£ 870.00
£	11.25	£ 56.25	£ 67.50
£	34.17	£ 320.83	£ 355.00
	£5,818.57	£3,175.72	£8,994.29

TOTAL INCOMINGS £5,818.57 £3,175.72 £8,994.29

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description
15/10/2024	Repair Café	Sport & Leisure	Hire of the pavilion in September (remaining balance)
05/11/2024	Safran	Bus Shelter Project	1 x Arun Cantilever bus shelter
14/11/2024	Bellway Homes Limited	S106 commuted sum	S106 payment in respect of the Tun Furlong play space

	VAT	Net	Gross
£	1.00	£ 5.00	£ 6.00
£	1,248.00	£ 6,240.00	£ 7,488.00
£	-	£ 32,640.00	£ 32,640.00
	£ 12,886.14	£ 45,378.74	£ 58,264.88

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:

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

£ 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
credit card direct debit	P310	Sipgate	Administration	car scheme telephony charge	£	-	£	20.00	£	20.00
credit card direct debit	P309	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
charge		Unity Trust Bank	Administration	Bank charge 30/11/24	£	-	£	16.65	£	16.65
					£	229.13	£	2,011.99	£	2,241.12

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