

**PITSTONE PARISH COUNCIL  
FINANCIAL SUMMARY FOR OCTOBER 2024 MEETING (HELD 7/11/24)**

**Expenditure from Unity**

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI & NEST, expenses	£	2.08 £	6,613.14 £
P281	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£	9.00 £	45.00 £
P258	R Haynes	Maintenance	Cleaning of 4 bus shelters on 1/10/24	£	- £	60.00 £
P311	R Haynes	Maintenance	Cleaning of 4 bus shelters on 4/11/24	£	- £	60.00 £
P282	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in September	£	244.00 £	1,220.00 £
P219	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in August	£	93.00 £	465.00 £
P251	K Isaaks / Smartwheelie	Administration	1000 x yellow 30mph wheelie bin stickers	£	- £	950.00 £
P252	Fire Protection Association	Sport & Leisure	Annual membership - 1 individual	£	- £	260.00 £
P255	KLS	Sport & Leisure	Consumables for pavilion	£	54.81 £	274.07 £
P256	KLS	Sport & Leisure	Glasses for pavilion	£	4.36 £	21.79 £
P257	Roll In Trade Ltd	Youth Café	August youth café management	£	- £	500.00 £
P260	Motion Picture Licensing Company Ltd	Sport & Leisure	Licence for the pavilion	£	65.25 £	326.27 £
P261	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 £
P262	R D Leonard Ltd	Sport & Leisure	Replace postbox at pavilion following damage by Network Rail	£	- £	45.00 £
P262	Lamps & Tubes Illuminations	Street Lighting	Fix column by 11 Albion Road	£	29.00 £	145.00 £
P312	Lamps & Tubes Illuminations	Street Lighting	Fix column at 55 Crispin Field	£	29.00 £	145.00 £
P263	GeoSphere	Administration	Annual subscription to Parish Online mapping software	£	15.00 £	75.00 £
P284	Fire Protection Association	Administration	Fire Risk Assessment Fundamental Principles training for 1 member of staff	£	317.70 £	1,588.50 £
P285	Mark Harrod Ltd	Sport & Leisure	plastic caps for goal sockets	£	5.61 £	28.06 £
P286	Glasdon UK Limited	Litter & Dog Fouling	Replacement bin for the broken one by the sunken trampoline	£	62.68 £	313.38 £
P287	Lock & Key Centre	Maintenance	Replacement locks for mvas units	£	53.10 £	265.50 £
P301	J R Cato	Maintenance	Noticeboard repairs - final payment	£	- £	585.00 £
P303	Royal Industrial Doors	Sport & Leisure	Remove shutter canopies and carry out remedial works	£	65.00 £	325.00 £
P304	HMRC	VAT	1-30/9/24 VAT (arising due to Croudace receipt)	£	4,668.41 £	4,668.41 £
P305	Swarco	Maintenance	Replacement mVAS battery following theft + additional mvas bracket	£	56.00 £	280.00 £
thc	J Taylor	Sport & Leisure	Refundable deposit, to be returned 4/11/24	£	8.33 £	41.67 £
P313	Hartgraph	PPP & Guide	Printing of issue 142	£	- £	815.00 £
p314	GW Shelter Solutions Ltd	Bus Shelter Project	Bus shelter 1 for Westfield Road	£	1,179.68 £	5,898.39 £
p315	GW Shelter Solutions Ltd	Bus Shelter Project	Bus shelter 2 for Westfield Road	£	1,179.68 £	5,898.39 £
p316	GW Shelter Solutions Ltd	Bus Shelter Project	Bus shelter 3 for Westfield Road	£	1,179.68 £	5,898.39 £
P317	Ambivent Facilities Management	Sport & Leisure	supply 6 x TMV	£	31.20 £	156.00 £
P318	Ambivent Facilities Management	Sport & Leisure	supply & install limescale catcher	£	364.00 £	1,820.00 £
p319	Vita Electrical Co	Sport & Leisure	PAT, Disabled alarm, CCTV checks at pavilion	£	24.00 £	120.00 £
P320	Hallmaster	Sport & Leisure	Annual subscription to facility booking software (bacs not til 15/11/24)	£	28.83 £	144.17 £
Grants	P321	Toy Hub	Grants	£	- £	420.00 £
			Grant for Christmas presents for Pitstone children in need	£	- £	420.00 £
			<b>Sub total of standard bacs</b>	<b>£</b>	<b>10,239.40 £</b>	<b>42,821.13 £</b>
						<b>48,390.04</b>

**Direct debits/charges**

direct debit	P263	Crown	Sport & leisure	Gas at pavilion - 1-30/9/24	£	7.99 £	159.72 £	167.71
direct debit	P259	Sage	Administration	Accounting and payroll software monthly subscription - October	£	8.60 £	43.00 £	51.60
direct debit	P306	Sage	Administration	Accounting and payroll software monthly subscription - November	£	8.60 £	43.00 £	51.60
direct debit	P274	SSE Southern Electric	Sport & leisure	elec at pavilion 1/7-31/8/24	£	22.44 £	446.98 £	469.42
direct debit	P300	SSE Southern Electric	Sport & leisure	elec at pavilion 1-30/9/24	£	21.11 £	422.24 £	443.35
direct debit	P266	NPower	Lighting	1-30/9/24 street light energy	£	21.29 £	425.84 £	447.13
direct debit	P307	NPower	Lighting	1-31/10/24 street light energy	£	23.10 £	462.08 £	485.18
direct debit	P265	Buckinghamshire Council	Sport & Leisure	Monthly waste services for September	£	- £	30.95 £	30.95
direct debit	P308	Buckinghamshire Council	Sport & Leisure	Monthly waste services for October	£	- £	28.05 £	28.05
direct debit	P283	EE	Administration	Facilities manager mobile monthly fee	£	4.73 £	23.65 £	28.38
charge	P275	Unity Trust Bank	Administration	Bank charge	£	- £	0.90 £	0.90
charge	P276	Unity Trust Bank	Administration	Bank charge	£	- £	40.50 £	40.50
credit card direct debit	P224	Microsoft	Administration	online services monthly subscription	£	- £	10.30 £	10.30
credit card direct debit	P225	Sipgate	Administration	car scheme telephony charge	£	- £	20.00 £	20.00
credit card direct debit	P226	Sipgate	Administration	council telephony charge	£	- £	15.00 £	15.00
credit card	P228	Signgeer	Maintenance	TAM PWR tool bit	£	2.18 £	10.90 £	13.08
credit card	P231	DHF Products	Administration	replacement no parking sign for Local Wildlife Site gate	£	27.56 £	137.82 £	165.38
credit card	P238	Baggery Sundries	Litter and Dog Fouling	Black sacks for litter pickers	£	23.00 £	115.00 £	138.00
credit card	P239	Amazon	Administration	paper	£	3.00 £	14.99 £	17.99
credit card	P240	Amazon	Sport & Leisure	neutradol	£	4.46 £	22.30 £	26.76
credit card	P241	Amazon	Maintenance	washers	£	- £	5.99 £	5.99
credit card	P242	Amazon	Sport & Leisure	bin bags for pavilion	£	6.46 £	32.32 £	38.78
credit card	P243	Amazon	Administration	pens	£	0.79 £	3.94 £	4.73
credit card	P245	Amazon	Administration	flash	£	1.30 £	6.49 £	7.79
credit card	P244	Amazon	Maintenance	tamper proof nut	£	0.74 £	3.72 £	4.46

credit card	P247	Tesco	Administration	refreshments for volunteers event	£	21.60	£	107.99	£	129.59
credit card	P278	Argos	Administration	2 x Google Pixel 7a mobile phones	£	110.32	£	551.63	£	661.95
credit card	P279	Tracer Power	Maintenance	replacement mvas battery following theft	£	2.95	£	14.75	£	17.70
credit card	P272	Amazon	Litter and Dog Fouling	hi vis coat for litter picker	£	4.13	£	20.63	£	24.76
credit card	P280	Lloyds Bank	Administration	CC monthly fee	£	-	£	3.00	£	3.00

**Sub total of direct debits & charges** £ 326.35 £ 3,223.68 £ 3,550.03

**TOTAL OUTGOINGS** £ 10,565.75 £ 46,044.81 £ 51,940.07

<b>Inter-account transfers</b>	£39,000 transfer into CCLA now complete.	£	-	£	39,000.00	£	39,000.00
	£30,600 (inc VAT) Croudace funding for 17 street lights - conideration/approval on agenda to transfer to NatWest Reserve Account	£	-	£	30,600.00	£	30,600.00

**CCLA Public Sector Deposit Fund**

				VAT	Net	Gross	
	CCLA	Financial	Income 31/8/24-30/9/24	£	-	£ 107.66	£ 107.66
	CCLA	Financial	Income 31/8/24-30/9/24	£	-	£ 3.58	£ 3.58
				£	-	£ 111.24	£ 111.24

**Receipts received, paid into a NatWest account**

				VAT	Net	Gross	
	NatWest	Financial	reserve account interest	£	-	£ 74.07	£ 74.07
	NatWest	Financial	S106 account interest	£	-	£ 0.01	£ 0.01
				£	-	£ 74.08	£ 74.08

**Receipts received, paid into Unity account**

	Company/Name	Cost Centre	Description	VAT	Net	Gross	
26/09/2024	Spiller	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
27/09/2024	Gresty	Allotments	Allotment tenancy and PAA subscription	£	-	£ 48.00	£ 48.00
30/09/2024	Bratt	Allotments	Allotment tenancy and PAA subscription	£	-	£ 48.00	£ 48.00
30/09/2024	Brophy	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
30/09/2024	Lowe	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
30/09/2024	Wills	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
30/09/2024	Moran	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
10/10/2024	Jones	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
30/09/2024	Jones	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
30/09/2024	Stafford	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
07/10/2024	Bembridge	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
09/10/2024	Hunter	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
10/10/2024	Quinn	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
30/09/2024	Greenow	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
30/09/2024	HMRC	VAT	VAT Return 1-31/8/24	£	1,294.98	£ -	£ 1,294.98
01/10/2024	Board Games Group	Sport & Leisure	Hire of the pavilion in August	£	11.25	£ 56.25	£ 67.50
07/10/2024	Open University	PPP & Guide	Advertising in issue 142	£	4.92	£ 24.58	£ 29.50
07/10/2024	Tyre Changers	PPP & Guide	Advertising in issue 142-145	£	16.20	£ 81.00	£ 97.20
04/10/2024	Hopespare Ltd	Sport & Leisure	September hire of pavilion	£	29.97	£ 150.03	£ 180.00
14/10/2024	Kirkby	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
14/10/2024	Hildreth	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
14/10/2024	Lambert	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/10/2024	P&UFC training	Sport & Leisure	Hire of the pavilion in August	£	-	£ 52.50	£ 52.50
15/10/2024	P&UFC match bookings	Sport & Leisure	Hire of the pavilion in August	£	79.17	£ 770.83	£ 850.00
14/10/2024	Appliance Professor	PPP & Guide	Advertising in issue 142	£	4.92	£ 24.58	£ 29.50
15/10/2024	Green Room	PPP & Guide	Advertising in issue 142	£	4.92	£ 24.58	£ 29.50
11/10/2024	Neil Douglas	Sport & Leisure	Car park space hire in September	£	90.00	£ 450.00	£ 540.00
28/10/2024	J Taylor	Sport & Leisure	November hire of pavilion (includes refundable deposit), less deposit already paid	£	11.66	£ 78.34	£ 90.00
18/10/2024	Croudace	Lighting	Maintenance funds to transfer 17 street light columns to parish council ownership	£	5,100.00	£ 25,500.00	£ 30,600.00
22/10/2024	Buckinghamshire Council	Litter & Dog Fouling	Buckinghamshire Council took direct debit for £710 instead of £355 re dog bin. £355 to be refunded	£	59.17	£ 295.83	£ 355.00
21/10/2024	Creasey	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
21/10/2024	Hurst	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
21/10/2024	P&UFC	Sport & Leisure	Hire of the pavilion in August	£	-	£ 150.00	£ 150.00
21/10/2024	P&UFC	Sport & Leisure	Hire of the pavilion in September	£	-	£ 960.00	£ 960.00
23/10/2024	House of Worship	Sport & Leisure	Hire of the pavilion in September	£	13.33	£ 66.67	£ 80.00
04/11/2024	Wingrove	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
04/11/2024	Board Games Group	Sport & Leisure	Hire of the pavilion in September	£	11.25	£ 56.25	£ 67.50
04/11/2024	I&PUCC	Sport & Leisure	Hire of the pavilion in August	£	66.70	£ 333.50	£ 400.20
29/10/2024	P&UFC	Sport & Leisure	Hire of the pavilion in September	£	4.17	£ 20.83	£ 25.00
28/10/2024	J D Ballers	Sport & Leisure	Hire of the pavilion in August	£	80.00	£ 400.00	£ 480.00
				£	6,862.61	£ 30,079.77	£ 36,962.38

<b>TOTAL INCOMINGS</b>	<b>£6,882.61</b>	<b>£30,265.09</b>	<b>£37,147.70</b>
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**Income Pending/Debtors summary:**

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross
06/11/2024	Kingston-Rayes	Allotments	Allotment tenancy and PAA subscription - new tenant	£	- £	8.00 £
15/09/2024	Tbc	Allotments	Allotment tenancy and PAA subscription - original tenant not renewing. New tenant to be appointed.	£	- £	16.00 £
13/10/2024	Aris	PPP & Guide	Advertising in issue 142 & 143	£	19.66 £	98.34 £
15/10/2024	Neil Douglas	Sport & Leisure	Hire of the pavilion in September	£	3.13 £	15.62 £
15/10/2024	Com Church	Sport & Leisure	Hire of the pavilion in September	£	8.33 £	41.67 £
15/10/2024	Hartbeeps	Sport & Leisure	Hire of the pavilion in September	£	41.25 £	206.25 £
15/10/2024	Gong Bath	Sport & Leisure	Hire of the pavilion in September	£	- £	60.00 £
15/10/2024	Berkhamsted Yoga	Sport & Leisure	Hire of the pavilion in September	£	- £	22.50 £
15/10/2024	Repair Café	Sport & Leisure	Hire of the pavilion in September	£	10.00 £	50.00 £
05/11/2024	Safran	Bus Shelter Project	1 x Arun Cantilever bus shelter	£	1,248.00 £	6,240.00 £

<b>TOTAL INCOME PENDING</b>	<b>£</b>	<b>15,257.71</b>	<b>£</b>	<b>67,929.82</b>	<b>£</b>	<b>83,187.53</b>
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**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	£
		R D Leonard Ltd	Sport & Leisure	Various minor remedial works to playgrounds, open space and pavilion	£	-	£	-	£
		Clarkes	Allotments	20 tonnes of stone for track and access repairs	£	122.00	£	610.00	£
credit card direct debit	P254	Sipgate	Administration	car scheme telephony charge	£	-	£	20.00	£
credit card direct debit	P253	Sipgate	Administration	council telephony charge	£	-	£	15.00	£
credit card direct debit	P264	Microsoft	Administration	online services monthly subscription	£	-	£	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	£
credit card	P269	Amazon	Litter and Dog Fouling	hi vis vest for litter picker	£	2.33	£	11.66	£
credit card	P270	Amazon	Litter and Dog Fouling	work boots and poo bags for litter pickers	£	7.24	£	58.85	£
credit card	P271	Amazon	Administration	nuts for LWS sign	£	0.87	£	4.36	£
credit card	P273	Amazon	Sport & Leisure	Parcel box (replacement, compensation paid re Network Rail damage)	£	41.67	£	208.32	£
credit card	P285	Screwfix	Sport & Leisure	Step ladder & work boots required for pavilion	£	38.00	£	249.98	£
credit card	P298	Workwear.co.uk	Litter and Dog Fouling	Hi vis winter coat for litter picker	£	7.32	£	36.61	£
credit card	P299	Safety Signs 4 Less	Maintenance	Replacement no smoking in this bus shelter signs	£	5.71	£	28.56	£
credit card	P302	Total Workwear	Litter and Dog Fouling	Waterproof safety boots for litter picker	£	0.99	£	55.88	£
credit card direct debit	P310	Sipgate	Administration	car scheme telephony charge	£	-	£	20.00	£
credit card direct debit	P309	Sipgate	Administration	council telephony charge	£	-	£	15.00	£
					£	441.12	£	3,319.48	£
									£
									3,760.60

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