

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR SEPTEMBER 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, expenses	£ -	£ 5,873.24	£ 5,873.24
P233	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£ 9.00	£ 45.00	£ 54.00
P230	R Haynes	Maintenance	Cleaning of 4 bus shelters on 2/9/24	£ -	£ 60.00	£ 60.00
P217	Patrick Stileman Ltd	Sport & Leisure	Re-inspect two Ash trees	£ 14.00	£ 70.00	£ 84.00
P218	Groom Grounds Maintenance	Sport & Leisure	Quarterly groundkeeping at the recreation ground	£ 266.00	£ 1,330.00	£ 1,596.00
P219	Groom Grounds Maintenance	Sport & Leisure	Groundkeeping at pavilion in August	£ 93.00	£ 465.00	£ 558.00
P221	Vita Electrical Co	Sport & Leisure	Light for loft void & extra sockets in office at pavilion	£ 46.00	£ 230.00	£ 276.00
P223	Lamps and Tubes Illuminations Ltd	Street Lighting	Install danger notices, earthing labels and earthing blocks	£ 621.00	£ 3,105.00	£ 3,726.00
P227	R D Leonard Ltd	Various	Partially board the loft void to enable access to ACU and TMVs, relocate dog bin & dispose of flytipping	£ -	£ 260.00	£ 260.00
P229	IMServe	Sport & Leisure	Annual maintenance for half hourly meter 18/9/24-17/9/25	£ 14.69	£ 73.45	£ 88.14
P236	Pitstone Allotment Association	Allotments	Transfer of annual subscriptions collected on their behalf	£ -	£ 518.00	£ 518.00
P249	Huck Tech Ltd	Sport & Leisure	Inspection and remedials for aerial cable runway	£ 137.00	£ 685.00	£ 822.00
Grants	None on the agenda for approval			£ -	£ -	£ -
Sub total of standard bacs				£ 1,200.69	£ 12,714.69	£ 13,915.38

Direct debits/charges

direct debit	P234	EDF	Sport & leisure	Pavilion gas - final invoice	£ 14.43	£ 288.77	£ 303.20
direct debit	Pxxx	Crown	Sport & leisure	Gas at pavilion - first invoice not yet available	£ -	£ -	£ -
direct debit	P220	Sage	Administration	Accounting and payroll software monthly subscription	£ 8.60	£ 43.00	£ 51.60
direct debit	Pxxx	SSE Southern Electric	Sport & leisure	elec at pavilion in August - invoice not yet available	£ -	£ -	£ -
direct debit	P222	NPower	Lighting	1-31/8/24 street light energy	£ 19.88	£ 397.64	£ 417.52
direct debit	P232	Buckinghamshire Council	Sport & Leisure	Monthly waste services for August	£ -	£ 44.50	£ 44.50
direct debit	P250	EE	Administration	Facilities manager mobile monthly fee	£ 4.04	£ 20.22	£ 24.26
direct debit	P237	TV Licensing	Sport & leisure	Broadcast TV licence for pavilion	£ -	£ 169.50	£ 169.50
credit card	P157	High Speed Training	Sport & Leisure	Ladder safety training x 4	£ 24.80	£ 124.00	£ 148.80
credit card direct debit	P163	Sipgate	Administration	council telephony charge	£ -	£ 15.00	£ 15.00
credit card	P168	Leafletfrog	Administration	volunteer event invitations	£ -	£ 42.00	£ 42.00
credit card	P169	Dell Technologies	Administration	monitor for office	£ 54.83	£ 274.17	£ 329.00
credit card	P170	Dell Technologies	Administration	2 x laptops	£ 249.67	£ 1,248.34	£ 1,498.01
credit card direct debit	P171	Microsoft	Administration	online services monthly subscription	£ -	£ 10.30	£ 10.30
credit card credit note	P172b	Amazon	Administration	Refund of USB when returned	-£ 1.20	-£ 5.98	-£ 7.18
credit card	P174	Amazon	Sport & Leisure	noticeboard for pavilion hirers use (internal)	£ 9.16	£ 45.82	£ 54.98
credit card	P179	Amazon	Sport & Leisure	kettle for pavilion	£ 4.97	£ 24.87	£ 29.84
credit card	P180	Amazon	Administration	envelopes for allotment and volunteers event mailshots	£ 2.49	£ 12.42	£ 14.91
credit card	P181	Amazon	Sport & Leisure	secateurs for asset checkers	£ 5.66	£ 28.24	£ 33.90
credit card	P187	Buckinghamshire Council	Sport & Leisure	Annual premises licence fee	£ -	£ 70.00	£ 70.00
credit card	P246	Post Office	PPP & Guide	Postage for PPP	£ -	£ 14.45	£ 14.45
credit card	P248	Lloyds Bank	Administration	CC monthly fee	£ -	£ 3.00	£ 3.00
Sub total of direct debits & charges				£ 397.33	£ 2,870.26	£ 3,267.59	
TOTAL OUTGOINGS				£ 1,598.02	£ 15,584.95	£ 17,182.97	

Inter-account transfers

PSDF holding to be increased by moving £39k of funds from NatWest accrual account. Cheque raised for transfer from NatWest. Subscription form completed for CCLA re investment. All posted to CCLA. Awaiting confirmation.	£ -	£ 39,000.00	£ 39,000.00
--	-----	-------------	-------------

CCLA Public Sector Deposit Fund

	VAT	Net	Gross
CCLA Financial Income 31/7/24-31/8/24	£ -	£ 113.89	£ 113.89

Receipts received, paid into a NatWest account

	VAT	Net	Gross
NatWest reserve account interest	£ -	£ 76.08	£ 76.08
NatWest S106 account interest	£ -	£ 0.01	£ 0.01
	£ -	£ 76.09	£ 76.09

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description	VAT	Net	Gross	
02/09/2024	Board Games Group	Sport & Leisure	Sport & Leisure	£	10.13	£ 50.62	£ 60.75
04/09/2024	Payne	Sport & Leisure	July hire of pavilion	£	19.17	£ 95.83	£ 115.00
11/09/2024	Neil Douglas	Sport & Leisure	Hire of the pavilion in August	£	90.00	£ 450.00	£ 540.00
13/09/2024	Buckinghamshire Council	Precept	Second payment	£	-	£ 86,215.00	£ 86,215.00
17/09/2024	Bilyard	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
17/09/2024	Lee	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
17/09/2024	Darby	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
17/09/2024	Cox	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
18/09/2024	McQuire	Allotments	Allotment tenancy and PAA subscription	£	-	£ 24.00	£ 24.00
18/09/2024	Richardson	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
19/09/2024	Moule	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
19/09/2024	Rankin	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
19/09/2024	Reilly	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
19/09/2024	Stack	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
20/09/2024	Killick	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
19/09/2024	chq Greig	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
23/09/2024	Brooks	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
23/09/2024	Petty	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
23/09/2024	Keen	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
23/09/2024	Anderson	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
23/09/2024	Woodhead	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
23/09/2024	Sports Therapist	PPP & Guide	Advertising in issue 142	£	4.50	£ 22.50	£ 27.00
23/09/2024	Travel Impressions	PPP & Guide	Advertising in issue 142-145	£	19.50	£ 97.50	£ 117.00
23/09/2024	Creasey & Co	PPP & Guide	Advertising in issue 142-145	£	17.70	£ 88.50	£ 106.20
23/09/2024	chq Julie Campbell Yoga	Sport & Leisure	Hire of the pavilion in August	£	-	£ 45.00	£ 45.00
25/09/2024	Hickman	Allotments	Allotment tenancy and PAA subscription	£	-	£ 48.00	£ 48.00
24/09/2024	chq QBE European Operations	Compensation	Compensation from Network Rail for damage to parish council post box	£	54.73	£ 273.66	£ 328.39
25/09/2024	Berkhamsted Yoga	Sport & Leisure	July hire of pavilion	£	-	£ 40.50	£ 40.50
24/09/2024	Com Church	Sport & Leisure	Hire of the pavilion in August	£	8.33	£ 41.67	£ 50.00
24/09/2024	Brown	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
24/09/2024	Pearce	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
25/09/2024	Parkins	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
25/09/2024	Turney	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
25/09/2024	Nice	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
25/09/2024	Windmill Preschool	PPP & Guide	Advertising in issue 142-145	£	17.70	£ 88.50	£ 106.20
25/09/2024	Ivinghoe Lettings	PPP & Guide	Advertising in issue 142-145	£	10.20	£ 51.01	£ 61.21
25/09/2024	Tring Yoga Studio	PPP & Guide	Advertising in issue 142-145	£	10.20	£ 51.00	£ 61.20
				£262.16	£88,187.29	£88,449.45	
TOTAL INCOMINGS				£262.16	£88,377.27	£88,639.43	

Income Pending/Debtors summary:

Date of Invoice	Name	Cost Centre	Invoice/Description	VAT	Net	Gross	
22/09/2024	A Woods	Sport & Leisure	September hire of pavilion, updated invoice for extra time	£	29.97	£ 150.03	£ 180.00
09/08/2024	J Taylor	Sport & Leisure	November hire of pavilion (includes refundable deposit), less deposit already paid	£	11.66	£ 78.34	£ 90.00
05/09/2024	Croudace	Lighting	Maintenance funds to transfer 17 street light columns to parish council ownership	£	5,100.00	£ 25,500.00	£ 30,600.00
15/09/2024	Wingrove	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Hunter	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Buckpitt	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
15/09/2024	Cecere	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Leek	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Kirkby	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Moran	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Quinn	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Jones	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Bembridge	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Hildreth	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Bratt	Allotments	Allotment tenancy and PAA subscription	£	-	£ 48.00	£ 48.00
15/09/2024	Brophy	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00
15/09/2024	Lambert	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Stafford	Allotments	Allotment tenancy and PAA subscription	£	-	£ 8.00	£ 8.00
15/09/2024	Jones	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Greenow	Allotments	Allotment tenancy and PAA subscription	£	-	£ 16.00	£ 16.00
15/09/2024	Lowe	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
15/09/2024	Wills	Allotments	Allotment tenancy and PAA subscription	£	-	£ 64.00	£ 64.00
15/09/2024	Spiller	Allotments	Allotment tenancy and PAA subscription	£	-	£ 32.00	£ 32.00

15/09/2024	Gresty	Allotments	Allotment tenancy and PAA subscription	£	-	£	48.00	£	48.00
15/09/2024	Creasey	Allotments	Allotment tenancy and PAA subscription	£	-	£	16.00	£	16.00
21/09/2024	Appliance Professor	PPP & Guide	Advertising in issue 142	£	4.92	£	24.58	£	29.50
21/09/2024	Green Room	PPP & Guide	Advertising in issue 142	£	4.92	£	24.58	£	29.50
21/09/2024	Open University	PPP & Guide	Advertising in issue 142	£	4.92	£	24.58	£	29.50
21/09/2024	Tyre Changers	PPP & Guide	Advertising in issue 142-145	£	16.20	£	81.00	£	97.20
21/09/2024	K-Lin	PPP & Guide	Advertising in issue 142-145	£	17.70	£	88.50	£	106.20
21/09/2024	P&I UFC	Sport & Leisure	Hire of the pavilion in August	£	-	£	150.00	£	150.00
21/09/2024	I&PUCC	Sport & Leisure	Hire of the pavilion in August	£	66.70	£	333.50	£	400.20
21/09/2024	P&I UFC training	Sport & Leisure	Hire of the pavilion in August	£	-	£	52.50	£	52.50
21/09/2024	P&I UFC match bookings	Sport & Leisure	Hire of the pavilion in August	£	79.17	£	770.83	£	850.00
21/09/2024	Board Games Group	Sport & Leisure	Hire of the pavilion in August	£	11.25	£	56.25	£	67.50
21/09/2024	J D Ballers	Sport & Leisure	Hire of the pavilion in August	£	80.00	£	400.00	£	480.00
23/09/2024	HMRC	VAT	VAT Return 1-31/8/24	£	1,294.98	£	-	£	1,294.98

TOTAL INCOME PENDING £ 7,293.14 £ 205,355.93 £ 212,649.07

Summary of those in credit with the parish council:

None £ - £ - £ -

Summary of accounts where the parish council is in credit:

Buckinghamshire Council took direct debit for £710 instead of £355 re dog bin. £355 to be refunded £ 59.17 £ 295.83 £ 355.00

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
	GW Shelters	Capital project	Purchase and installation of two bus shelters for Westfield Road (third to be funded by Safran)	£	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
	R D Leonard Ltd	Sport & Leisure	Fix pedestrian gate and install gate stay	£	-	£	145.00	£ 145.00
	Royal Industrial Doors	Sport & Leisure	Remove shutter canopies and carry out remedial works	tbc		tbc		tbc
	Clarkes	Allotments	20 tonnes of stone for track and access repairs	£	122.00	£	610.00	£ 732.00
credit card direct debit	P224	Microsoft	online services monthly subscription	£	-	£	10.30	£ 10.30
credit card direct debit	P225	Sipgate	car scheme telephony charge	£	-	£	20.00	£ 20.00
credit card direct debit	P226	Sipgate	council telephony charge	£	-	£	15.00	£ 15.00
credit card	P228	Signgeer	TAM PWR tool bit	£	2.18	£	10.90	£ 13.08
credit card	P231	DHF Products	replacement no parking sign for Local Wildlife Site gate	£	27.56	£	137.82	£ 165.38
credit card	P238	Baggerly Sundries	Black sacks for litter pickers	£	23.00	£	115.00	£ 138.00
credit card	P239	Amazon	paper	£	3.00	£	14.99	£ 17.99
credit card	P240	Amazon	neutradol	£	4.46	£	22.30	£ 26.76
credit card	P241	Amazon	washers	£	-	£	5.99	£ 5.99
credit card	P242	Amazon	bin bags for pavilion	£	6.46	£	32.32	£ 38.78
credit card	P243	Amazon	pens	£	0.79	£	3.94	£ 4.73
credit card	P245	Amazon	flash	£	1.30	£	6.49	£ 7.79
credit card	P244	Amazon	tamper proof nut	£	0.74	£	3.72	£ 4.46
credit card	P247	Tesco	refreshments for volunteers event	£	21.60	£	107.99	£ 129.59
				£	3,320.75	£	17,550.06	£ 20,870.81

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