

**REPORT FROM: HOUSING, HEALTH AND ENGINEERING SERVICES
MANAGER**

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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CAPITAL PROGRAMME 2020/21

PURPOSE OF REPORT

To advise members on the Committee's capital budget.

RECOMMENDATIONS

- (1) That members note £16 is uncommitted.
- (2) That members note only schemes listed in Appendix 1 have agreed funding.
- (3) That members consider the underspend detailed in paragraphs 9, 10 and 11.

REASON FOR RECOMMENDATIONS

To enable the capital programme to be allocated efficiently and effectively.

ISSUE

Uncommitted funds carried forward from 2019/20

1. £476.

Allocation for 2020/21

2. £20,520.

Effective Total Allocation for 2020/21

3. £20,996 (i.e. £20,520 + £476)

Commitments

4. £36,533

Uncommitted funds

5. £16

Financial Advice (as reported to all area committees in May 2018)

6. Please refer to the Financial Implications section of this report. Bids for funding should be submitted on the May 2018 revised forms (Form A for internal bids and Form B for external bids) in order that the Chief Financial Officer can confirm that they qualify as capital spending and that members can evaluate them on a consistent basis.

New/Deferred Bids

7. None.
8. No late bids or funding allocations can be made unless, with the consent of the Chairman, the bid is considered to be an urgent item. If a late/urgent bid is approved and is in the opinion of the Chief Finance Officer a revenue item then the decision will be reported to the Policy and Resources Committee for determination. No payment can be made in respect of the bid pending a resolution by the Policy and Resources Committee.

Existing Bids

Underspend

9. Blacko PC. Litter Signs (appendix 1, scheme 14) – scheme completed. Request that the £320 underspend is deallocated.
10. Goldshaw Booth PC. Defibrillators (appendix 1, scheme 43) – scheme completed. Request that the £210 underspend is deallocated.
11. Roughlee PC. Riverside Shed Screening Project (appendix 1, scheme 49) – this scheme is not going ahead. Roughlee PC have asked if the £2,500 allocated for this can be used instead towards their Roughlee Heritage Project. See appendix 2.

IMPLICATIONS

Policy: The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2018/21.

Financial: Expenditure for capital purposes is primarily expenditure on the acquisition, reclamation or enhancement of assets (e.g. buildings, land, plant and machinery). "Enhancement" means substantially lengthening the useful life of the asset, substantially increasing its open market value or substantially increasing the use of the asset. Other expenditure for capital purposes can include computer costs (for use over a period exceeding one year) and incidental costs involved in a capital project (e.g. officers' salaries and professional fees). Anything not covered by "proper practices" (Section 21(2) of the Local Government Act 2003) must be treated as revenue expenditure. Under no circumstances can the capital allocation be used to fund revenue expenditure.

A list of good practice in the allocation of funding has been proposed by the Council's Financial Manager to assist members when considering the allocation of capital budgets. The list is as follows:

1. The funding should assist a scheme which contributes to meeting the Council's corporate priorities.
2. Allocate reasonable amounts to projects early to allow for effective planning and implementation.
3. Look for opportunities to maximise the effectiveness of the allocation through match funding.
4. Consider allowing some contingency for projects that may be presented during the year.
5. Try to avoid allocation of funds at the end of the financial year.
6. Consider the revenue consequences of capital schemes in terms of ongoing cost.

Legal: There are legal implications for a number of the proposals listed above in terms of necessary permissions, agreements and possible long-term liabilities and responsibilities.

Risk Management: The capital programme is required to be allocated and managed in accordance with the Council's policies and procedures. The proper management of the programme is intended to minimise any exposure to unnecessary risk associated with the programme and the individual schemes within it.

Health and Safety: The implementation of the programme has associated risks in terms of health and safety. The Council is required to meet all relevant legal requirements for the effective management of health and safety risk and has policies and procedures in place to ensure health and safety standards are maintained.

Climate Change: Some of the schemes identified will encourage the reduction of carbon emissions, such as traffic calming schemes and cycle facility provision.

Community Safety: A number of the schemes listed above have implications in terms of community safety. Wherever possible, the projects are managed in a way that enhances community safety.

Equality and Diversity: The capital programme is required to be allocated and managed in accordance with the Council's policies and procedures, including those relating to equality and diversity.

APPENDICES

Appendix 1: Capital Programme Commitments 2020/21

Appendix 2: Roughlee Booth PC bid/request to transfer funding to another project

LIST OF BACKGROUND PAPERS

None.

Barrowford and Western Parishes Committee Commitments for 2020/21

Appendix 1

(Shaded schemes are completed)

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	06/07/17 - £506 Litter and dog waste bins	C Taylor (ES)	£157	£0	£157	£0	£157	No further funding can be allocated for this. Money spent – awaiting journal transfer to put the expenditure to the Capital Programme.
2	04/07/19 - £3,000 Barrowford Premises Improvement Grant	D McCarthy (PERS)	£3,000	£0	£3,000	£0	£3,000	This grant has not yet been awarded to any specific business.
3	08/05/08 – £2,500 05/07/12 - £2,500 Flood Prevention in the area of Barrowford and Western Parishes	S Whalley (HHES)	£3,000	£0	£3,000	£0	£3,000	On 07/11/19 the committee agreed to use this allocation for the Clough Springs investigations/solutions.
14	06/07/17 - £490 Litter Signs	M Wood (Blacko PC)	£490	£0	£490	£170	£320	Scheme completed. Request 320 is deallocated.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
24	05/07/18 - £2,500 Footpath Repairs Project	D Heap (Barley with Wheatley Booth PC)	£2,500	£0	£2,500	£0	£2,500	Roughlee PC has also been allocated £2,500 towards this project by BWPC (Scheme 29). Initial scheme too expensive and the application to LEF unsuccessful. Looking at a lower-priced scheme and making a fresh application to the LEF.
27	05/07/18 - £1,000 Rectify/control water at playing field	J Sutcliffe (Goldshaw Booth PC)	£676	£0	£676	£0	£676	Ongoing. Expected Completion Date: Not known
29	05/07/18 - £2,500 Footpath Repair Project	M Reed (Roughlee PC)	£2,500	£0	£2,500	£0	£2,500	Barley with Wheatley Booth PC has also been allocated £2,500 towards this project by BWPC (Scheme 24). Initial scheme too expensive and the application to LEF unsuccessful. Looking at a lower-priced scheme and making a fresh application to the LEF.
31	07/02/19 - £2,000 04/07/19 - £500 Installation of CCTV system	J Sutcliffe (Goldshaw Booth PC)	£2,500	£0	£2,500	£0	£2,500	Quotes being sought.
34	04/07/19 - £1,000 Running Track around the perimeter of Football Pitch.	M Wood (Blacko PC)	£1,000	£0	£1,000	£1,000	£0	Completed.
35	04/07/19 - £500 Replacement Notice Board at Sabden Fold	J Sutcliffe (Goldshaw Booth PC)	£50	-£50	£0	£0	£0	Scheme completed. £50 deallocated 30/07/20.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
36	04/07/19 - £1,500 Refurbishment of footpath at Spenbrook	J Sutcliffe (Goldshaw Booth PC)	£1,500	£0	£1,500	£0	£1,500	Works to commence once the renovation to the adjacent property has been completed. Expected Completion Date: 31/07/20
42	06/02/20 - £1,300 Barrowford Cricket Club - Scorebox	K Roberts (ES)	£1,300	£0	£1,300	£1,300	£0	Completed.
43	05/03/20 - £3,000 Purchase of 2 Defribulators	J Sutcliffe (Goldshaw Booth PC)	£3,000	£0	£3,000	£2,790	£210	Scheme completed. Request £210 is deallocated.
44	30/07/20 - £2,500 Barley Car Park Payment System and Barriers	D Heap (Barley & Wheatley Booth PC)		£2,500	£2,500	£0	£2,500	
45	30/07/20 - £1,050 Notice Board at Recreation Ground	M Wood (Blacko PC)		£1,050	£1,050	£0	£1,050	
46	30/07/20 - £4,000 CCTV System	P Rosthorn (Higham with West Close Booth PC)		£4,000	£4,000	£0	£4,000	
47	30/07/20 - £2,900 Caring for our Community	R Hey (Old Laund Booth)		£2,900	£2,900	£790	£2,110	Bins purchased.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
48	30/07/20 - £220 Notice Board Project	M Reed (Roughlee PC)		£220	£220	£70	£150	
49	30/07/20 - £2,500 Riverside Shed-screening Project	M Reed (Roughlee PC)		£2,500	£2,500	£0	£2,500	
50	30/07/20 - £3,500 Surface improvements and steps at Newchurch Recreation area	T Partridge (PBC)		£3,500	£3,500	£0	£3,500	
51	03/09/20 - £2,360 Contribution towards St Thomas's Church CCTV	Rev J Smith		£2,360	£2,360	£0	£2,360	
52	01/10/20 - £2,000 Pendle Scouts Club – contribution towards outdoor shelter and IT equipment	T Tichiner (Pendle Scouts)		£2,000	£2,000	£0	£2,000	
	Subtotals		£21,673	£20,980	£42,653	£6,120	£36,533	
	Uncommitted Funds		£476	-£460	£16	–	£16	
	TOTAL FUNDS AVAILABLE 2020/21		£22,149	£20,520	£42,669	£6,120	£36,549	

**BID FOR CAPITAL FUNDING FROM AREA COMMITTEES
PRO FORMA**

1. Short project title: Roughlee Heritage Project

2. Bid submitted by: Mary Reed, Clerk/RFO

3. On behalf of (please include contact details):

Roughlee Parish Council

roughleeclerk591@gmail.com...Tel: 01282 611126

4(a). Does your organisation have a constitution? Yes

(b). Does it have a board of governors/directors or a committee that oversees its work? Yes

(c). Does your organisation have its own bank account? Yes.....

(d). How many signatures are required to authorise a payment from your bank account? Two

5. Is your organisation VAT-registered?* Yes

6. Amount requested: £ 2500.00 provisionally. The exact cost will be confirmed as soon as accurate estimates are possible. Due to current restrictions we have been unable to follow up the details.

7. Brief details of project: To create an industrial heritage trail in Roughlee to cover three historic mill sites. Phase 1 (at Thorneyholme) will include the installation of an interpretation panel, bench and the restoration of two footpath gates on the site of two early mills.

8. Main outcomes to be achieved: The preservation of the rich industrial history of Roughlee, of which the local History Society has a wealth of information. The heritage trail will include the various mill sites at Thorneyholme, Dam Head and the Fishery. Additional information will be made available through talks and website articles/links.

9. When will the project be implemented? Summer/Autumn 2021

10. Who will undertake the project works?

To be carried out by local craftsman

11. Is there match funding for the project from elsewhere? Yes
If so, please give details:

£500 from Pendle Hill Fund. Landowner contribution towards the gate repairs, amount tbc.

12. Are there long-term revenue consequences and how will these be funded?The structures will be maintained by the Parish Council.

****Please note that grants inclusive of VAT will only be awarded where the organisation is not VAT-registered and is unable to reclaim VAT***

ROUGHLEE PARISH COUNCIL – CAPITAL PROGRAMME PROVISION

The Parish Council currently have the benefit of a £2500 capital allocation which was granted in support of a scheme to screen the rear of unsightly sheds on the banks of the fisheries lodge. We have been unable to progress this scheme because the land owner has denied access to the land. The Parish Council now seek to reallocate this capital provision in support of a Heritage project as outlined below.

THE ROUGHLEE INDUSTRIAL HERITAGE PROJECT

Roughlee has a rich and fascinating history which includes two corn mills dating from the 13th – 15th Centuries (at Thorneyholme and Dam Head), and three later textile mills at Thorneholme, Dam Head and the huge Roughlee Mill at the bottom of Pasture Lane. The later Thorneholme Mill was replaced in the mid-19th Century by Thorneyholme Hall and Dam Head Mill was the site of Roughlee School from 1852.

A number of historic features remain, such as the lodge which was previously fed by a wooden aqueduct and the ornate footpath gates at Thorneyholme, but their significance is largely hidden. The Parish Council now wish to begin a phased project which restore some of the remaining features, build stone plinths and interpretation panels and replace a bench at Thorneholme to replace one removed some years ago.

It is intended that the interpretation panels would include a smart phone link to a website which would expand on the history of the area. Information for the project is being provided by the local History Society which is enthusiastically supporting the scheme.

It is intended that the first phase of the project would concentrate on the Thorneyholme area and include a plinth and interpretation panel, restoration of the footpath gates and provision of a bench. A second interpretation panel next to the school will be included if the budget allows. Although costs have yet to be finalised the initial budget for phase one is around £3500. Towards this we have a £500 grant from the Pendle Hill Landscape Partnership, landowner contributions in the order of £300 and funds of up to £500 from the Parish Council.

If the reallocation of £2500 is agreed this would enable the project to be committed with the final scope of phase one being determined by the budget provision. Parish Council funding allows for this flexible approach. Subsequent phases would include a panel on the site of Roughlee Mill.

Andrew Walker