

REPORT FROM: CHIEF EXECUTIVE

TO: WEST CRAVEN COMMITTEE

DATE: 31 JANUARY 2023

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AREA COMMITTEE BUDGET 2022/23

PURPOSE OF REPORT

To advise members on the Committee's 2022/23 area committee budget.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1 and 2 have agreed funding.
- (2) That members note that the 2022/23 allocation has been split six ways with each councillor allocated one-sixth of the budget, as last year. There is an equal number of councillors in each ward: three members in Barnoldswick and three members in Earby and Coates. The individual member allocations are shown on separate tables underneath Appendices 1 and 2.
- (3) That members consider the new bid at paragraph 7.

REASONS FOR RECOMMENDATIONS

To enable the area committee budget to be allocated efficiently and effectively.

ISSUE

Uncommitted Balance from 2021/22

1. This is £6,879.
 - Barnoldswick balance: £6,238.
 - Earby and Coates balance: £641.

Allocation for 2022/23

2. This is £31,490.
 - Barnoldswick allocation: £15,745.
 - Earby and Coates allocation: £15,745.

Effective Allocation for 2022/23

3. £38,369 (including the uncommitted balance of £6,879).
 - Barnoldswick: £21,983.
 - Earby and Coates: £16,386.

Commitments for 2022/23

4. These total £36,968 (see Appendices 1 and 2 for a detailed breakdown).
 - Barnoldswick commitments: £21,983.
 - Earby and Coates commitments: £14,985.

Balance for 2022/2023

5. This is £1,401.
 - Barnoldswick balance: £0.
 - Earby and Coates balance: £1,401.

Financial Advice

6. Please refer to the financial implications section of this report. Bids for new funding should be submitted on the usual forms (Form A for internal bids and Form B for external bids) in order that members can evaluate them on a consistent basis.

New/Deferred Bids

7. ***Salterforth Fun Day*** – to be held on 11 June 2023 – submitted by Kevin Dowbiggin, Salterforth Fun Day Committee – £800 (see bid form at Appendix 3).

Existing Allocations

Overspend – Additional Funding Required

8. None.

Underspend – De-allocate Funding

9. None.

Virements – Re-allocate Funding

10. None.

IMPLICATIONS

Policy: The area committee budget is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2021/24.

Financial: At the Council meeting on 29 September 2022, councillors resolved to move the area committee capital programme budgets to revenue.

- The budget allocations for each committee remain the same.
- Previous allocations do not need to be revisited. There is no implication for these schemes.
- Applications no longer require sign off by Financial Services in order to proceed.
- Awards can be made for schemes which are either revenue or capital in nature so capital schemes can still be funded.
- Capital schemes may incur additional charges for internal services, e.g. Engineers' costs in delivering the scheme.
- Wherever possible, all payments should be made in the year of the budget award by 31 March.
- The cap on budget slippage still applies and any slippage will need to be agreed by the Council in line with Financial Regulations.
- No more than one year's worth of budget can be rolled forward into future years.

A list of good practice in the allocation of funding has been proposed by the Council's Chief Finance Officer in order to assist members when considering the allocation of the capital budget. This list is as follows:

1. The funding shall 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 area committee budget 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 area committee budget 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: Area Committee Budget Commitments for Barnoldswick 2022/23.

Appendix 2: Area Committee Budget Commitments for Earby and Coates 2022/23.

Appendix 3: Form B External Bid: Salterforth Fun Day – 11 June 2023.

LIST OF BACKGROUND PAPERS

None.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
28	07/07/20 Premises improvement grant scheme – Barnoldswick	M Williams (PEDRS)	£3,000	£0	£3,000	£1,500	£1,500	
33	06/10/20 Car park repairs at Victory Park	D Walker (ES)	£440	£0	£440	£0	£440	
38	30/11/21 Improvements to Victory Park/Westfield Road Public Footpath 5	T Partridge (ES)	£600	£0	£600	£600	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
39	01/03/22 Walmsgate Methodist Chapel to resolve damp issues	G Aspey (HHE)	£2,000	£0	£2,000	£2,000	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
40	01/03/22 Reflagging Back Frank Street, Barnoldswick	N Yates (HHE)	£1,445	£0	£1,445	£1,445	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
41	29/03/22 Electrical improvements to the weaving shed heating system at Bancroft Mill Engine Museum	Bancroft Mill Engine Museum	£1,491	£0	£1,491	£1,491	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
42	29/03/22 Chapman Court Verge	N Yates (HHE)	£1,500	-£1,500	£0	£0	£0	Completed At the October meeting it was agreed to de-allocate £1,500 for the Chapman Court Verge Scheme
43	05/07/22 Litter bin for Gisburn Street, Barnoldswick	J Lord (ES)	£0	£193	£193	£193	£0	Completed Allocated by Cllrs Church, Purcell and T Whipp
44	05/07/22 Dog waste/litter bins	J Lord (ES)	£0	£600	£600	£0	£600	Allocated by Cllrs Church, Purcell and T Whipp

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
45	05/07/22 Street nameplates	G Aspey (HHE)	£0	£400	£400	£0	£400	Allocated by Cllrs Church, Purcell and T Whipp
46	11/10/22 Barnoldswick Interchange Public Realm Scheme	N Yates (HHE)	£0	£10,500	£10,500	£1,677	£8,823	Allocated by Cllrs Church, Purcell and T Whipp
47	01/11/22 Usable office space	Barnoldswick Pensioners' Club	£0	£1,000	£1,000	£1,000	£0	Completed Allocated by Cllrs Church, Purcell and T Whipp
48	01/11/22 Water stations for Letcliffe and Victory Parks	Barnoldswick Town Council	£0	£5,000	£5,000	£5,000	£0	Completed Allocated by Cllrs Church, Purcell and T Whipp
49	01/11/22 Greenberfield allotment plots	Barnoldswick Town Council	£0	£5,790	£5,790	£5,790	£0	Completed Allocated by Cllrs Church, Purcell and T Whipp
	Subtotal Barnoldswick		£10,476	£21,983	£32,459	£20,696	£11,763	
	Un-allocated Funds Barnoldswick		£6,238	-£6,238	£0		£0	
	Total Funds Available 22/23 Barnoldswick		£16,714	£15,745	£32,459	£20,696	£11,763	

Barnoldswick 2022/23 allocations per Councillor:

Councillor	2022/23 Effective Allocation (refer to item 3)	Allocated to date	Allocation remaining	Contributed to Sch. No.
Chris Church	£7,327.67	£7,327.67	£0.00	43, 44, 45, 46, 47,48,49
Jenny Purcell	£7,327.67	£7,327.67	£0.00	43, 44, 45, 46, 47,48,49
Tom Whipp	£7,327.66	£7,327.66	£0.00	43, 44, 45, 46, 47,48,49
Total	£21,983.00	£21,983.00	£0.00	

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
2	12/05/15 & 07/07/20 & 05/07/22 Premises improvement grant scheme – Earby	M Williams (PEDRS)	£1,525	£1,475	£3,000	£0	£3,000	£1,475 allocated by Cllrs Carroll, Goulthorp and D Whipp in 2022/23
16	29/03/22 West Close Road Lorry Park resurfacing	G Aspey (HHE)	£2,000	£0	£2,000	£0	£2,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
17	10/05/22 Victoria road reflagging scheme	N Yates (HHE)	£9,000	£6,000	£15,000	£0	£15,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
18	05/07/22 Dog waste/litter bins	J Lord (ES)	£0	£600	£600	£0	£600	Allocated by Cllrs Carroll, Goulthorp and D Whipp
19	05/07/22 Street nameplates	G Aspey (HHE)	£0	£400	£400	£0	£400	Allocated by Cllrs Carroll, Goulthorp and D Whipp
20	02/08/22 Avon Drive Play Area refurbishment	Barnoldswick Town Council	£0	£6,000	£6,000	£6,000	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
21	01/11/22 Greenberfield allotment plots	Barnoldswick Town Council	£0	£210	£210	£210	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
22	03/01/23 Consideration of the Government's Frequently Flooded Allowance Programme for Earby	S Whalley (HHE)	£0	£300	£300	£0	£300	Allocated by Cllrs Carroll, Goulthorp and D Whipp
	Subtotal Earby		£12,525	£14,985	£27,510	£6,210	£21,300	
	Un-allocated Funds Earby		£641	£760	£1,401		£1,401	
	Total Funds Available 22/23 Earby		£13,166	£15,745	£28,911	£6,210	£22,701	

Earby and Coates 2022/23 allocations per Councillor:

Councillor	2022/23 Effective Allocation (refer to item 3)	Allocated to date	Allocation remaining	Contributed to Sch. No.
Rosemary Carroll	£5,462.00	£4,995.00	£467.00	2, 17, 18, 19, 20, 21, 22
Mike Goulthorp	£5,462.00	£4,995.00	£467.00	2, 17, 18, 19, 20, 21, 22
David Whipp	£5,462.00	£4,995.00	£467.00	2, 17, 18, 19, 20, 21, 22
Total	£16,386.00	£14,985.00	£1,401.00	

(FORM B: EXTERNAL BID)**BID FOR FUNDING FROM AREA COMMITTEES
PRO FORMA**

- 1. Short project title:** Salterforth Village Fun Day (11 June 2023)
- 2. Bid submitted by:** Kevin Dowbiggin (Chair)
- 3. On behalf of (please include contact details):** Salterforth Fun Day Committee
- 4(a). Does your organisation have a constitution?** No
- (b). Does it have a board of governors/directors or a committee that oversees its work?** Yes, a Committee
- (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?*** No
- 6. Amount requested:** £800 (Hire of tea tent, tables and chairs)
- 7. Brief details of project:** Annual village-based Fun Day with entertainment stalls, giant raffle, BBQ, road race and supported by village school, WI, Royal British Legion and many others
- 8. Main outcomes to be achieved:** To raise funds for local charities and good causes and to bring the community together (list of last year's recipients attached)
- 9. When will the project be implemented?** 11 June 2023
- 10. Who will undertake the project works?** Fun Day Committee
- 11. Is there match funding for the project from elsewhere?**
If so, please give details: Only from Fun Day Fund account
- 12. Are there long-term revenue consequences and how will these be funded?**
None

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

Salterforth Fun Day 2022

Summary of Donations

CHARITY OR ORGANISATION	AMOUNT DONATED
Salterforth School (Reception Class play area improvements)	£600
Salterforth WI for the Senior Citizens' get together	£450
Pendleside Hospice	£400
North West Air Ambulance	£250
Bosom Friends, Barnoldswick	£400
Barnoldswick and Earby First Responders	£200
Barnoldswick 1st West Craven Scout Group	£100
Salterforth Toilet Group	£300
Pendle RDA (Riding for Disabled)	£300
Army Cadets	£200
West Craven Warriors Rugby	£100
Salterforth in Bloom	£250
HODU Cancer Support Group	£250
Village Hall	£100
GRAND TOTAL	£3,900.00