

**REPORT FROM: CHIEF EXECUTIVE**

**TO: COLNE AND DISTRICT COMMITTEE**

**DATE: 2 FEBRUARY 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.

### **RECOMMENDATION**

- (1) That members note only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the new bid detailed in paragraph 6.
- (3) That members consider the underspend detailed in paragraph 8 and agree to de-allocate the remaining £249 and return £83 each to the Boulsworth and Foulridge ward councillors.

### **REASON FOR RECOMMENDATION**

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

### **ISSUE**

#### ***Uncommitted Balance for 2021/22***

1. This is **£6,631**.

#### ***Allocation for 2022/23***

2. This is **£42,390**.

#### ***Commitments for 2022/23***

3. These total **£20,907** (see Appendix 1 for a detailed breakdown).

## **Balance for 2022/23**

4. This is **£28,114**.

## **Financial Advice (as reported to all Area Committees in May 2018)**

5. Please refer to the financial implications section of this report. Bids for new funding should be submitted on the May 2018 revised 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**

6. **Colne Light Festival** – submitted by Colne BID: £3,000 (see bid form at Appendix 2).

## **Existing Bids**

### Overspend – Additional Funding Required

7. None.

### Underspend – De-allocate Funding

8. **Supply and Installation of Cycle Signs on Footpath at Langroyd Road, Colne Adjacent to A56:** The Countryside Access Officer advises that the works have been completed at a total cost of £351 from an original allocation of £600. The works were funded from the Councillors' Capital Projects fund of the then Boulsworth and Foulridge ward councillors (£200 each). Members are recommended to de-allocate the underspend of £249 and return £83 each to the current Boulsworth and Foulridge ward councillors.

## **Councillors' Projects**

9. At the meeting on 12.05.22, councillors were allocated £1,000 each. It was also resolved that the unspent funds from 2021/23 of Cllr Butterworth for Boulsworth and Foulridge be redistributed to Cllrs Sarah Cockburn-Price and David Cockburn-Price (£657.57 each) but that Cllr Butterworth be allocated the unspent funds of former councillor Darren Harrison (£1,923.06). On 05.01.23, a commitment of £615 for trees and tools at Ball Grove Park and Nature Reserve was de-allocated and re-distributed to the three Boulsworth and Foulridge councillors (£205.00 each).

Ward	Councillor	c/f	Allocation	Committed	Balance
Boulsworth and Foulridge	David Cockburn-Price	£1,972.70	£1,205.00	£150.00	£3,027.70
	Sarah Cockburn-Price	£1,972.70	£1,205.00	£150.00	£3,027.70
	Kevin Salter	£0.00	£1,205.00	£0.00	£1,205.00
Vivary Bridge	David Albin	£3,250.00	£1,000.00	£3,219.50	£1,030.50
	Kieran McGladdery	£3,250.00	£1,000.00	£2,219.50	£2,030.50
	Paul McGladdery	£0.00	£1,000.00	£0.00	£1,000.00
Waterside and Horsfield	Neil Butterworth	£1,923.06	£1,000.00	£1,410.63	£1,512.43
	Dorothy Lord	£2,423.07	£1,000.00	£3,420.00	£3.07
	Ash Sutcliffe	£1,923.07	£1,000.00	£2,000.00	£923.07
Total		£16,714.60	£9,615.00	£12,569.63	£13,759.97

## July 2022

10. **Alkincoates Woodland Nature Reserve Group:** £1,244.50 each from Cllrs David Albin and Kieran McGladdery.

11. **Campion Green Pocket Park Spring/Summer Project:** £475 each from Cllrs David Albin and Kieran McGladdery.
12. **Philip Wright Crown Green Bowling Academy:** £500 each from Cllrs David Albin and Kieran McGladdery for path and disabled access improvements around the bowling greens at Alkincoats Park.
13. **Minibus for Colne Youth Action Group:** £1,000 from Cllr Dorothy Lord.
14. **Repairs to Setts near to Back Duke Street, Colne:** £600 from Cllr Dorothy Lord.

#### August 2022

15. **New Dog Waste Bin at Winewall:** £150 from Cllr Sarah Cockburn-Price.
16. **New Dog Waste Bin at Laneshaw Bridge:** £150 from Cllr David Cockburn-Price.

#### November 2022

17. **Campion Garden Pocket Park Green Waste Recycling Wormery:** £450 from Cllr Dorothy Lord.
18. **Butterflies Memory Café's Christmas Party:** £300 from Cllr Dorothy Lord.
19. **Social Events at Colne Citadel (2022):** £500 from Cllr Dorothy Lord.
20. **Social Santa 2022:** £270 from Cllr Dorothy Lord.
21. **Curry on the Street Children's Party (2022):** £300 from Cllr Dorothy Lord.
22. **Colne Light Festival (2022):** £1,000 from Cllr Ash Sutcliffe.

#### December 2022

23. **Electric Wheelchairs for PWCGBA Alkincoats Bowling:** £1,000 from Cllr Ash Sutcliffe.

#### January 2023

24. **Furniture for Socials at Colne Citadel:** £600 from Cllr Neil Butterworth.
25. **Elisha House Gardening Project:** £810.63 from Cllr Neil Butterworth.
26. **Electric Wheelchairs for PWCGBA Alkincoats Bowling:** £1,000 from Cllr David Albin.

### **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, eg 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 area committee budget. 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 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.

**Sustainability:** 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 2022/23 for Colne and District Committee.

Appendix 2: Colne Light Festival.

#### **LIST OF BACKGROUND PAPERS**

None.

**Colne and District Committee Commitments for 2022/23**
**Appendix 1**

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
3	<b>04/04/19 &amp; 10/06/21</b> Premises improvement grants	M Williams (PEDRS)	£17,910			£17,910	£2,599	£15,311	New allocation of £9,563 agreed on 10/06/21 One payment already made and another commitment of £2,599 nearing completion. £9,000 was committed for three businesses but the works have been delayed and may result in being de-committed. Further enquiries are being made whether the works will progress
9	<b>30/03/17</b> Boulsworth environmental improvement fund	M Hunting (HHE)	£2,395			£2,395	£1,667	£728	£599.56 uncommitted from 2021/22
11	<b>30/03/17</b> Horsfield environmental improvement fund	M Hunting (HHE)	£6,762			£6,762	£1,140	£5,622	£5,123.04 uncommitted from 2021/22
16	<b>30/03/17 and 05/07/18</b> Horticulture projects	M Hunting (HHE)	£5,330			£5,330	£781	£4,549	£2,000 allocated on 05/07/18 to each councillor. Remaining balance of £1,200 de-allocated on 10/06/21
24	<b>05/10/17</b> Tree pit enhancement	S Whalley (HHE)	£2,000			£2,000	£0	£2,000	£2,000 agreed, subject to the colour of the materials being sent to members for agreement
30	<b>06/09/18</b> Laneshaw Bridge to Wycoller footpath improvements	T Partridge (ES)	£2,500			£2,500	£0	£2,500	This £2,500 was intended as part of a funding package which included an LEF bid. This LEF bid was unsuccessful but we ended up doing a much smaller scheme to keep the path open but this has since collapsed into the river. Works to be combined with scheme 43

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
32	<b>09/05/19 &amp; 10/09/20 &amp; 10/06/21 &amp; 12/05/22</b> Councillors' capital projects	M Hunting (HHE)	£35,699	£9,000		£44,699	£10,426	£34,273	£2,500 allocated to each councillor to be spent on appropriate capital projects, subject to receipt of a completed capital programme bid form. See main report for details. £1,800 allocated in previous years de-allocated on 10/06/21 and returned to the area committee budget. £1,500 vired to scheme 43 and £2,000 vired to scheme 44
40	<b>31/03/21</b> Mobile speed cameras	M Hunting (HHE)	£9,100			£9,100	£0	£9,100	Awaiting clarification from NALC about how to purchase the cameras
41	<b>10/06/21</b> New dog waste bin at Colne Road/Back Lane, Trawden	J Lord (ES)	£147			£147	£147	£0	Completed
42	<b>10/06/21</b> New litter/dog waste bin at Cockhill Lane/ Castle Road, Colne	J Lord (ES)	£185			£185	£185	£0	Completed
43	<b>10/06/21</b> Wycoller Beck Footpath Stabilisation Project	T Partridge (ES)	£7,500			£7,500	£960	£6,540	Funding of £6,000 agreed on 10/06/21 together with an allocation of £500 each from the funds of Cllrs Neil Butterworth, David Cockburn-Price and Sarah Cockburn-Price. In addition, Trawden Forest Parish Council be asked to contribute a further £2,500 to the project. Ground investigations have started. These will be used to inform the design of a bridge which is intended to span the collapsed section. This project will need to be rolled forward to 2022/23

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
44	<b>03/03/22</b> Provision of architectural lighting to Colne War Memorial and Wallace Hartley Memorial	S Whalley (HHE)	£4,000			£4,000	£4,000	£0	£2,000 allocated from the central capital programme plus £500 from the capital projects funds of Cllrs Albin, Harrison, McGladdery and Sutcliffe
45	<b>03/03/22</b> Colne Light Trail and future light festivals	Colne BID	£1,000	-£56		£944	£944	£0	Completed. The original allocation was £1,000 but the total spend was £943.62. £56.38 de-allocated on 05.01.23
46	<b>08/09/22</b> CYAG-branded clothing for volunteers	M Hunting (HHE)	£0	£1,138		£1,138	£1,138	£0	Completed
47	<b>13/10/22</b> All-weather practice nets for Colne Cricket Club	M Hunting (HHE)	£0	£2,000		£2,000	£2,000	£0	Completed
48	<b>13/10/22</b> CYAG-branded signage at CYAG's Youth Hub	M Hunting (HHE)	£0	£3,180		£3,180	£0	£3,180	
49	<b>03/11/22</b> Growth Lancashire commission to scope new conservation areas	N Watson (PEDRS)	£0	£645		£645	£0	£645	£644.91 allocated on 03/11/22
50	<b>01/12/22</b> Colne Light Festival	Colne BID	£0	£5,000		£5,000	£0	£5,000	£5,000 allocated on 01.12.22 plus £1,000 from Cllr Ash Sutcliffe
	<b>Subtotal</b>		<b>£94,528</b>	<b>£20,907</b>	<b>£0</b>	<b>£115,435</b>	<b>£25,987</b>	<b>£89,448</b>	
	<b>Unallocated Funds</b>		<b>£6,631</b>	<b>£21,483</b>		<b>£28,114</b>		<b>£28,114</b>	
	<b>Total Funds Available 22/23</b>		<b>£101,159</b>	<b>£42,390</b>	<b>£0</b>	<b>£143,549</b>	<b>£25,987</b>	<b>£117,562</b>	



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

- 1. Short project title:** Colne Light Festival
- 2. Bid submitted by:** Aneesa McGladdery
- 3. On behalf of (please include contact details):** Colne BID Ltd
- 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?** One
- 5. Is your organisation VAT-registered?\*** Yes
- 6. Amount requested:** £3,000 (The BID will match fund £3,000)
- 7. Brief details of project:** We will be working in partnership with six voluntary organisations as part of a larger community inaugural Light Parade in March 2023. We will be working together to offer creative activities in February and March 2023 prior to the groups taking part in the parade itself. The parade will be a light spectacle, saying goodbye to the long and cold dark months of Winter and welcoming in the Spring. Beauty, wonder and awe will be in a plenty whilst also bringing community cohesion to the town. The people of Colne have not seen or engaged in a Light Parade like this before. The groups will attend four two-hour workshop sessions each in a heated space. Refreshments, materials and travel expenses will be provided, supporting people during the cost-of-living crisis. There will be volunteers from each of the groups offering one to one support and guidance for those attending the making activities. Training and instruction will be provided to all volunteers which enables those groups to continue with this kind of making in the future. Workshops will be adapted and set up to meet the needs of each group and persons taking part. Individual illuminated items will be made to be held in the parade and each person can take this home with them afterwards. Workshops will be advertised through each group network using email communications and posters. The Light Parade will be shared across social media with posters and special competitions through the local businesses as an incentive to bring people to the parade. All activity will take place and in line with current Covid guidelines and we can adapt to suit any changes. Feedback will be collected from all relevant stakeholders informing the success and challenges with the project
- 8. Main outcomes to be achieved:**
  1. This will be a new multi-partnership in Colne. It brings people together and creates a sense of pride in individual and collective achievements.

2. This will be the first time that the Light Parade has taken place in Colne. We know from feedback on much smaller projects that illuminating the streets will bring a joy, wonder and a feeling of celebration to the town.
- 3 We will be working with some of the most vulnerable people in Colne, low-income families, special educational needs and people with disabilities. We know from recent workshops that this type of activity has a positive impact reducing low mood, anxiety, social isolation and builds new friendships. Funded transport costs, free refreshments, heated space and support from volunteers enables everyone taking part to feel comfortable and enjoy the activity.

**9. When will the project be implemented?** January to March 2023

**10. Who will undertake the project works?** Colne BID Ltd and Handmade Parade CIC

**11. Is there match funding for the project from elsewhere?** Yes

**If so, please give details:** In addition to £10,000 from Burnley, Pendle and Rossendale CVS's social prescribing fund we have secured £5,000 from Colne and District Committee and £20,000 from the Arts Council. Colne BID has also contributed to the event by offering the event management services complimentary and will match fund this application (if successful) at £3,000

**12. Are there long-term revenue consequences and how will these be funded?**

We would like to make this an annual event. Once the workshops and parade have taken place, there will be no long-term revenue consequences (apart from making this an annual event)

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