

REPORT FROM: DIRECTOR OF PLACE

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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AREA COMMITTEE BUDGET 2022/23

PURPOSE OF REPORT

To update Members on the Committee's Budget.

RECOMMENDATIONS

- (1) That Members note that £1,304 is uncommitted.
- (2) That Members note the approved schemes listed in Appendix 1.
- (3) That Members deallocate the underspend detailed in paragraph 6.
- (4) That Members note the financial requirements stipulated in paragraph 7 before considering the new bid detailed in paragraph 8.

REASON FOR RECOMMENDATIONS

To enable the Budget to be allocated effectively.

ISSUE

Uncommitted funds carried forward from Barrowford and Western Parishes Committee 2021/22.

1. £0.

Allocation for 2022/23

2. £17,850.

Effective Total Allocation for 2022/23

3. £21,550 (i.e. £17,850 + £3,700 remaining non-grant budget for Covid measures).

Commitments

4. £28,809.

Uncommitted funds

5. £1,304.

Existing Bids

6. PBC - Flood Prevention in the area of Barrowford and Western Parishes, £3,000
This scheme is unable to go ahead for the foreseeable future. **Please deallocate £3,000.**
7. The Budget carry forward will be capped at a maximum of 1 year's budget i.e. £17,850.
Please note this means unspent NOT uncommitted. If the Committee has more than 1 year's Budget unspent it will need to reallocate its spend as required or use the 2023/24 Budget to make good the difference.

New/Deferred Bids

8. Blacko PC, £1,000 – Groundworks on Recreation Ground (Appendix 2).

IMPLICATIONS

Policy: The Budget is required to be allocated and managed in accordance with the Council's policies and procedures.

Financial: At the Council meeting on 29th 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 31st 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 has been proposed by the Chief Finance Officer in order to assist Members when considering the allocation of the 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 proper management of the Budget is intended to minimise any exposure to unnecessary risk associated with the Budget and the individual schemes within it.

Health and Safety: The implementation of the Budget 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 approved schemes have implications in terms of community safety. Wherever possible, the projects are managed in a way that enhances community safety.

Equality and Diversity: The 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: Barrowford & Western Parishes Committee Commitments 2022/23

Appendix 2: Blacko PC bid

LIST OF BACKGROUND PAPERS: None.

Barrowford and Western Parishes Committee Commitments 2022/23
 (Shaded schemes are completed)

Appendix 1

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	04/07/19 - £3,000 Barrowford Premises Improvement Grant	D McCarthy (PERS)	£3,000	£0	£3,000	£0	£3,000	Details of grants available on request from M Williams/D McCarthy. 6 enquiries received but no take-up, up to 02/02/23.
2	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. This scheme is not going ahead for the foreseeable future. Request £3,000 is deallocated.
3	05/07/18 - £2,500 Footpath Repairs Project	D Heap (Barley with Wheatley Booth PC)	£2,500	£0	£2,500	£0	£2,500	On 16/02/23 the PC confirmed that this scheme is not going ahead?
4	05/07/18 - £1,000 Rectify/control water at playing field	J Sutcliffe (Goldshaw Booth PC)	£676	-£676	£0	£0	£0	Completed. £676 underspend deallocated 03/08/22.
5	05/07/18 - £2,500 Footpath Repair Project	M Reed (Roughlee PC)	£2,500	-£2,337	£163	£163	£0	Barley with Wheatley Booth PC has also been allocated £2,500 towards this project by BWPC (Scheme 3). Scheme completed for just £325. PC's invoiced for £163 each. Remaining £2,337 deallocated on 01/02/23.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
6	07/02/19 - £2,000 04/07/19 - £500 Installation of CCTV system	J Sutcliffe (Goldshaw Booth PC)	£2,500	£0	£2,500	£2,500	£0	Completed.
7	04/07/19 - £1,500 Refurbishment of footpath at Spenbrook	J Sutcliffe (Goldshaw Booth PC)	£1,500	£0	£1,500	£0	£1,500	It is envisaged that the work will be completed before the end of March 2023.
8	30/07/20 - £2,500 Barley Car Park Payment System and Barriers	D Heap (Barley with Wheatley Booth PC)	£2,500	-£2,500	£0	£0	£0	Scheme not going ahead. £2,500 deallocated on 01/02/23.
9	30/07/20 - £4,000 CCTV System	P Rosthorn (Higham with West Close Booth PC)	£4,000	£0	£4,000	£4,000	£0	Completed.
10	30/07/20 - £2,500 Roughlee Heritage Project	M Reed (Roughlee PC)	£1,840	-£1,590	£250	£250	£0	Money originally allocated for the Riverside Shed-screening Project. On 28/01/21 it was reallocated towards the Roughlee Heritage Project. £1,590 unused funding deallocated on 01/02/23.
11	30/07/20 - £3,500 Surface improvements and steps at Newchurch Recreation area	T Partridge (PBC)	£3,500	£0	£3,500	£3,500	£0	Scheme carried forward but it was already completed. Payment not tied up as It included Scheme 16 and Section 106 monies.
12	03/09/20 - £2,360 Contribution towards St Thomas's Church CCTV	Rev J Smith	£2,360	-£2,360	£0	£0	£0	Scheme not going ahead. £2,360 deallocated on 11/05/22.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
13	01/10/20 - £2,000 Pendle Scouts Club – contribution towards outdoor shelter and IT equipment	T Tichiner (Pendle Scouts)	£419	£0	£419	£419	£0	Completed.
14	04/08/21 - £4,796 Play Equipment at B'ford Memorial Park	I Lord (Barrowford PC)	£4,796	£0	£4,796	£0	£4,796	Expected completion - February 2023.
15	04/08/21 - £1,000 Fencing Allotment Site and Wild Flower Garden	M Wood (Blacko PC)	£1,000	£0	£1,000	£0	£1,000	PC confirmed that the works had been completed. Awaiting copy of invoice and then payment can be made.
16	04/08/21 - £3,500 Improvements to Newchurch Recreation Area	A Macadam (Goldshaw Booth PC)	£3,500	£0	£3,500	£3,500	£0	Scheme carried forward but it was already completed. Payment not tied up as It included Scheme 11 and Section 106 monies.
17	04/08/21 - £2,100 06/07/22 - £1,500 01/02/23 - £2,500 Barley Toilets Upgrade	D Heap (Barley PC)	£2,100	£4,000	£6,100	£2,100	£4,000	£2,100 spent on hand basin.
18	06/07/22 - £3,243 CCTV for Spenbrook and Sabden Fold	A Macadam (Goldshaw Booth PC)	£0	£3,090	£3,090	£3,090	£0	Work completed. £153 underspend deallocated on 01/02/23.
19	06/07/22 - £3,000 CCTV	P Rosthorn (Higham with West Close Booth PC)	£0	£3,000	£3,000	£3,000	£0	Completed.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
20	06/07/22 - £2,500 Easy Access	R Hay (Old Laund Booth PC)	£0	£2,500	£2,500	£2,500	£0	Completed.
21	06/07/22 - £5,000 Reinstatement of derelict building	P Clegg (Armed Forces Support Group)	£0	£5,000	£5,000	£5,000	£0	Completed.
22	06/07/22 - £2,656 Safety Fencing and Handrail	M Reed (Roughlee Booth PC)	£0	£2,656	£2,656	£2,656	£0	Completed.
23	06/07/22 - £3,000 Memorial Finch Tree	M Wood (Blacko PC)	£0	£3,000	£3,000	£0	£3,000	Planning permission required. Architect currently on with the drawings.
24	06/07/22 - £3,011 Dalesway Footpath improvements	T Partridge (PBC)	£0	£3,011	£3,011	£0	£3,011	Money allocated to either Improve traffic issues on Wilton Street <u>or</u> for Higher Causeway to Dalesway Footpath improvements. In January 2023 the Wilton Street scheme was found not to be viable. £3,011 falls short on what is required for Daleway. A 'top-up' bid to be submitted to the 2023/24 budget.
25	12/10/22 - £500 Heritage Trust – A walk around Pendle, then and now	J Mousdale (PBC)	£0	£450	£450	£450	£0	Work completed. £50 underspend deallocated on 01/02/23.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
26	04/01/23 - £176 01/02/23 - £26 New Litter Bin, Barrowford Rd.	J Lord (PBC)	£0	£202	£202	£0	£202	Money allocated was £26 short. Further bid submitted.
27	01/02/23 - £2,800 Happy Valley Verge Project	J Bailey (Roughlee PC)	£0	£2,800	£2,800	£0	£2,800	
	Subtotals		£41,691	£20,246	£61,937	£33,128	£28,809	
	Uncommitted Funds		£0	£1,304	£1,304	-	£1,304	
	TOTAL FUNDS AVAILABLE 2022/23		£41,691	£21,550	£63,241	£33,128	£30,113	

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

1. Short project title: **Groundworks on Recreation Ground**

2. Bid submitted by: **Kelly Wood**

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

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?* **No**

6. Amount requested: **£ 1000.00**

7. **Brief details of project:** Over the last couple of years we have spent a lot of money on new drainage and at present we are having work completed on the ground/grass, bringing it upto a better standard for all residents and also the children of Blacko School who use the recreation ground regularly

8. **Main outcomes to be achieved:**.....
To ensure the surface of the recreation ground is it a good condition for all users

9. **When will the project be implemented?** 4 to 6 weeks

10. **Who will undertake the project works?** The Parish Council, with the help of the PBC grounds personel.....

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

If so, please give details: The parish council will match funding received

12. **Are there long-term revenue consequences and how will these be funded? No**

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