

**REPORT FROM: HEAD OF HOUSING AND ENVIRONMENTAL HEALTH**

**TO: BARROWFORD AND WESTERN PARISHES COMMITTEE**

**DATE: 8<sup>TH</sup> MAY 2024**

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## **AREA COMMITTEE BUDGET 2024/25**

### **PURPOSE OF REPORT**

To update Members on the Committee's Budget.

### **RECOMMENDATIONS**

- (1) That Members note the Budget as committed and that £17,886 is uncommitted (see Appendix 2).
- (2) That Members note the financial requirements stipulated in paragraph 4.

### **REASON FOR RECOMMENDATIONS**

To enable the Budget to be allocated effectively.

### **ISSUE**

#### ***Unspent 2023/24 funds***

1. £10,291.

#### ***Allocation for 2024/25***

2. £17,850.

#### **Total funds available for 2024/25**

3. £28,141 (£17,850 + £10,291).

#### ***Year-end***

4. **The Budget carry forward is capped at a maximum of 1 year's Budget i.e. £17,850.** If the Committee has more than £17,850 unspent at the end of the year it will need to use the following year's Budget to make good the difference. See Financial Implications below.

## ***Current schemes***

5. See Appendix 2.

## ***New bids***

6. None.

## **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 29<sup>th</sup> September, 2022, Councillors resolved to move the Area Committee Capital Programme Budgets to revenue.

- The Budget allocations for each Committee remain the same.
- 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 as 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<sup>st</sup> 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. Allocate reasonable amounts to projects early to allow for effective planning and implementation.
2. Look for opportunities to maximise the effectiveness of the allocation through match funding.
3. Consider allowing some contingency for projects that may be presented during the year.
4. Try to avoid allocation of funds at the end of the financial year.
5. 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 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: BWPC Budget Commitments 2023/24

Appendix 2: BWPC Budget Commitments 2024/25

**LIST OF BACKGROUND PAPERS:** None.

# **Barrowford and Western Parishes Committee Commitments 2023/24**

(Shaded schemes are completed)

## Appendix 1

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2023/24	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
1	06/07/22 - £1,500 <b>Barley Toilets Upgrade</b>	D Heap Barley PC	1,500	0	1,500	1,500	0	Completed.
2	06/07/22 - £3,000 <b>Memorial Finch Tree</b>	M Wood Blacko PC	3,000	0	3,000	3,000	0	Completed.
3	06/07/22 - £3,011 05/07/23 - £3,011 dealloc. <b>Dalesway Footpath improvements</b>	T Partridge PBC	3,011	-3,011	0	0	0	£3,011 deallocated as the scheme could not go ahead without additional funding.
4	05/07/23 - £1,000 <b>Litter and Dog Waste Bins</b>	J Lord PBC	202	1,000	1,202	1202	0	£202 spent - litter bin at B'ford Rd £231 spent – litter bin Carr Hall Rd £291 spent – litter bin Cuckstool Ln £241 spent – dog bin Barrowford Rd £237 spent – dog bin at Gisburn Rd
5	01/02/23 - £2,800 <b>Happy Valley Verge Project</b>	J Bailey Roughlee PC	2,800	0	2,800	2,800	0	Completed.
6	01/03/23 - £1,000 <b>Groundworks to Recreation Ground</b>	M Wood Blacko PC	1,000	0	1,000	1,000	0	Completed.
7	05/07/23 - £2,000 <b>Play Equipment</b>	M Wood Blacko PC	0	2,000	2,000	2,000	0	Completed.
8	05/07/23 - £1,000 <b>Tarmac on Kiln Hill</b>	P Rosthorne Higham PC	0	1,000	1,000	1,000	0	Completed.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2023/24	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
9	05/07/23 - £6,500 <b>Barrowford Memorial Park River Wall</b>	I Lord Barrowford PC	0	6,500	6,500	1,745	4,755	
10	05/07/23 - £1,500 <b>St Anne's Church – Refectory Walled Garden</b>	J Mousdale PBC	0	1,500	1,500	1,500	0	Completed.
11	05/07/23 - £2,500 <b>Barley Village Green Wall</b>	D Heap Barley PC	0	2,500	2,500	2,500	0	Completed
12	05/07/23 - £3,000 <b>Playground Improvements</b>	D Heap Barley PC	0	3,000	3,000	3,000	0	Completed
13	05/07/23 - £3,000 <b>Premises Improvement Grants</b>	D McCarthy PBC	0	3,000	3,000	0	3,000	
14	05/07/23 - £1,000 <b>Spenn Brook Gateway Project</b>	J Cooney Goldshaw Booth PC	0	1,000	1,000	0	1,000	
15	05/07/23 - £1,500 <b>Newchurch-in-Pendle Woodland Area</b>	J Cooney Goldshaw Booth PC	0	1,500	1,500	0	1,500	
16	05/07/23 - £2,000 <b>Village Centre Fencing Project</b>	J Bailey Roughlee PC	0	2,000	2,000	2,000	0	Completed.
17	05/07/23 - £962 <b>Happy Valley Planter Project</b>	J Bailey Roughlee PC	0	962	962	962	0	Completed.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2023/24	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
18	05/07/23 - £450 <b>Gas Tank Project</b>	J Bailey Roughlee PC	0	450	450	450	0	Completed.
19	05/07/23 - £750 <b>Riverside Tree Coppicing</b>	H Simpson Higherford Residents Action Group	0	750	750	750	0	Completed.
	<b>Subtotals</b>		<b>£11,513</b>	<b>£24,151</b>	<b>£35,664</b>	<b>£25,409</b>	<b>£10,255</b>	
	<b>Uncommitted Funds</b>		<b>£8,804</b>	<b>-£8,768</b>	<b>£36</b>	<b>-</b>	<b>£36</b>	
	<b>TOTAL FUNDS AVAILABLE 2023/24</b>		<b>£20,317</b>	<b>£15,383</b>	<b>£35,700</b>	<b>£25,409</b>	<b>£10,291</b>	

# **Barrowford and Western Parishes Committee Commitments 2024/25**

(Shaded schemes are completed)

## Appendix 2

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2024/25	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
1	05/07/23 - £6,500 <b>Barrowford Memorial Park River Wall</b>	I Lord Barrowford PC	4,755	0	4,755	0	4,755	
2	05/07/23 - £3,000 <b>Premises Improvement Grants</b>	D McCarthy PBC	3,000	0	3,000	0	3,000	
3	05/07/23 - £1,000 <b>Spen Brook Gateway Project</b>	N Corry Goldshaw Booth PC	1,000	0	1,000	0	1,000	
4	05/07/23 - £1,500 <b>Newchurch-in-Pendle Woodland Area</b>	N Corry Goldshaw Booth PC	1,500	0	1,500	0	1,500	
	<b>Subtotals</b>		<b>£10,255</b>	<b>£0</b>	<b>£10,255</b>	<b>£0</b>	<b>£10,255</b>	
	<b>Uncommitted Funds</b>		<b>£36</b>	<b>£17,850</b>	<b>£17,886</b>	<b>–</b>	<b>£17,886</b>	
	<b>TOTAL FUNDS AVAILABLE 2024/25</b>		<b>£10,291</b>	<b>£17,850</b>	<b>£28,141</b>	<b>£0</b>	<b>£28,141</b>	