

REPORT FROM: HEAD OF HOUSING AND ENVIRONMENTAL HEALTH

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

DATE: 5TH JUNE 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 1).
- (2) That Members consider the bids detailed in paragraphs 6 – 19.
- (3) 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 1.

New bids

6. PBC Bid £1,500 – Street light at East Bank Street, Barrowford (appendix 2)
7. PBC Bid £1,000 – Litter and Dog Waste Bins (appendix 3)
8. PBC Bid £2,500 – Pendle Way Improvements at Brown House Farm (appendix 4)
9. Higherford Residents Action Group £1,500 – Higherford Globes Project (appendix 5)
10. FOVP Bid £75 – Public Liability Insurance for Victoria Park Events (appendix 6)
11. Barley PC Bid £2,500 – Barley Village Playground Fence Replacement (appendix 7)
12. Barrowford PC Bid £4,000 – Centenary Memorial Garden Renovation (appendix 8)
13. Blacko PC Bid £2,500 – Recreation Ground Improvements (appendix 9)
14. Higham PC Bid (1) £6,000 – Historic Threepenny Bit (appendix 10)
15. Higham PC Bid (2) £6,000 – Playground project (appendix 11)
16. Higham PC Bid (3) £10,000 – Village Hall Roof (appendix 12)
17. Old Laund Booth PC Bid £5,000 – Community Cohesion (appendix 13)
18. Roughlee PC Bid (1) £2,000 – Replacement Benches Project (appendix 14)
19. Roughlee PC Bid (2) £2,500 – Replacement Door (appendix 15)

TOTAL BIDS £47,075

AVAILABLE £17,886

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.
- 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 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. 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 2024/25
- Appendix 2: PBC Bid – Street Lighting
- Appendix 3: PBC Bid – Waste Bins
- Appendix 4: PBC Bid – Pendle Way Improvements
- Appendix 5: Higherford Residents Action Group Bid
- Appendix 6: FOVP Bid
- Appendix 7: Barley PC Bid
- Appendix 8: Barrowford PC Bid
- Appendix 9: Blacko PC Bid
- Appendix 10: Higham PC Bid 1
- Appendix 11: Higham PC Bid 2
- Appendix 12: Higham PC Bid 3
- Appendix 13: Old Laund Booth PC Bid
- Appendix 14: Roughlee PC Bid 1
- Appendix 15: Roughlee PC Bid 2

LIST OF BACKGROUND PAPERS: None.

Barrowford and Western Parishes Committee Commitments 2024/25

(Shaded schemes are completed)

Appendix 1

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 Barrowford Memorial Park River Wall	I Lord Barrowford PC	4,755	0	4,755	0	4,755	
2	05/07/23 - £3,000 Premises Improvement Grants	D McCarthy PBC	3,000	0	3,000	0	3,000	
3	05/07/23 - £1,000 Spen Brook Gateway Project	N Corry Goldshaw Booth PC	1,000	0	1,000	0	1,000	
4	05/07/23 - £1,500 Newchurch-in-Pendle Woodland Area	N Corry Goldshaw Booth PC	1,500	0	1,500	0	1,500	
	Subtotals		£10,255	£0	£10,255	£0	£10,255	
	Uncommitted Funds		£36	£17,850	£17,886	–	£17,886	
	TOTAL FUNDS AVAILABLE 2024/25		£10,291	£17,850	£28,141	£0	£28,141	

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** New Street Light at East Bank Street, Barrowford
2. **Bid submitted by:** Scott Whalley
3. **On behalf of (please include contact details):** Cllr Nadeem Ahmed
4. **Amount requested:** £1,500
5. **Is there match funding for the project from elsewhere?** No
If so, please give details:
6. **Brief details of project:** Provision of New Street Lighting Column on East Bank Street
7. **Main outcomes to be achieved:** Improved lighting levels for residents improving safety
8. **When will project be implemented?**
Start Date: 1 month after work order placed
Expected Completion Date:
9. **Who will undertake the project works?** LCC Street Lighting Contractor
10. **Are there long-term revenue consequences and how will these be funded?**
No – the street light will be adopted by LCC

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

1. **Project title:** Litter and Dog Waste Bins
2. **Bid submitted by:** David Walker, Operational Services Manager
3. **On behalf of (please include contact details):** Operational Services,
Pendle Borough Council Tel 01282 661746 Email david.walker@pendle.gov.uk
4. **Amount requested:** £1,000
5. **Is there match funding for the project from elsewhere?** No
If so, please give details: N/A
6. **Details of project:** Provision of litter and dog waste bins for the financial year 2024/25.
7. **Main outcomes to be achieved:** To provide sufficient waste bins to help keep Pendle streets cleaner and to be able to respond to demand for such bins from members of the public, council members, etc.
8. **When will project be implemented?**
Start Date: 2024/25
Expected Completion Date: 2024/25
9. **Who will undertake the project works?** Operational Services
10. **Are there long-term revenue consequences and how will these be funded?**
Emptying of existing bins is currently funded via the Operational Services revenue budget. Any increase in the number of bins will add additional revenue costs. All requests received for bins to be sited in new locations will be assessed by Operational Services Officers. There must be sufficient demand and need for the bin.

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Pendle Way Improvements at Brown House Farm
2. **Bid submitted by:** Tom Partridge (Countryside Access Officer)
3. **On behalf of (please include contact details):**
4. **Amount requested:** £2500
5. **Is there match funding for the project from elsewhere?**
If so, please give details: £2500 Lancashire County Council
6. **Brief details of project:** On the main footpath route between Barley and the summit of Pendle Hill there is a very poor section which turns into a muddy, slippery mess. Walkers are deviating onto private land either side to avoid the muddy conditions and the farmer intends to prevent this by fencing along either side of the footpath. This will protect his land, but worsen the conditions for pedestrians. The project is to install durable stone-surfaced path with drainage on a 200m length of path between Ings End Farm and Brown House Farm.
7. **Main outcomes to be achieved:** This footpath is of strategic importance, being on the Pendle Way and on the main pedestrian access route for visitors to the area wishing to walk to the summit of Pendle.
8. **When will project be implemented?**
Start Date: 1 July 2024
Expected Completion Date: 30 September 2024
9. **Who will undertake the project works?**
A contractor appointed by the Council
10. **Are there long-term revenue consequences and how will these be funded?**
n/a

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Higherford Globes Project
2. **Bid submitted by:** Susan Eames, 4-6 Calder View, Higherford, BB9 6AQ.

higherfordglobes@hotmail.com
3. **On behalf of (please include contact details):**
Higherford Residents Action Group
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?** 2 of 3
5. **Is your organisation VAT-registered?*** NO
6. **Amount requested:** £1,500
7. **Total amount of project:** £2,150 (storage, installation, batteries)
8. **Is there match funding for the project from elsewhere?**
If so, please give details: Yes. We will request donations from the public and businesses, use the small profit from the Globe sales or the Higherford 100 club.
9. **Brief details of project:** The idea for the Higherford Globes project originated from the group's desire to brighten up such a prominent location at Christmas time. Starting with a trial in 2014 featuring just 10 globes on one tree, the project has since grown to encompass around 90 globes adorning the trees at Dicky Nook in Higherford. People from far and wide now travel to witness the spectacle of the hanging globes. It's a truly magical sight for all passers-by!

Community involvement has been integral to our project. In the initial stages, we organised workshops for locals to learn how to create their own globes and engaged local schools to craft globes in their respective school colours. Our dedicated team of volunteers, drawn from the local community, diligently retrieve the globes from storage each November. They ensure they are in working order by replacing batteries before

transporting them to Dicky Nook for installation. Come January, they repeat the process in reverse, showcasing their unwavering commitment to our community project.

Running such a project comes with its costs. Each year, we conscientiously replace any malfunctioning globes and replenish batteries, incurring expenses of approximately £250 to £300. The cost of storage space for the globes has notably increased to just under £900, while installation expenses amount to approximately £1000. In previous years we had firms offering to undertake the installation for free, but with the changing financial climate and the length of time involved in undertaking the installation we can no longer secure free installation.

Here are some comments from our social media page –

- *"Driving past I had a tear in my eye when I saw them.... They're beautiful, thank you to the kind people for doing this again."*
- *"It looks amazing... as we drove past my 2 year old said "it's magic"!"*
- *"they looked fabulous this evening. the Higherford Illuminations"*
- *"They look beautiful. Really make me smile when I drive home in an evening"*
- *"Love driving up to our house and looking at these every night 🤔 Hats off to all involved in making this happen!"*
- *"A joy to see at Xmas . So special. Thanks to the volunteers"*
- *"Quite spectacular... I will enjoy seeing them daily"*
- *"Wow it looks stunning"*

9. Main outcomes to be achieved: To sustain community spirit and ensure the ongoing success of the project, allowing all travellers passing through Higherford to witness the magic of the Higherford Globes!

10. When will project be implemented?

Start Date: Beginning of December 2024

Expected Completion Date: Beginning of January 2025

11. Who will undertake the project works?

Probably Jake Sanderson (we are awaiting confirmation) will do the installation of the globes, which requires specialist equipment so cannot be undertaken by volunteers

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***

BID FOR FUNDING FROM AREA COMMITTEE BUDGET PRO FORMA

1. **Project title:** PUBLIC LIABILITY INSURANCE FOR VICTORIA PARK EVENTS
2. **Bid submitted by:** FRIENDS OF VICTORIA PARK
3. **On behalf of (please include contact details):** FOVP COMMITTEE,C/O
ROBERT OLIVER (CHAIR) 6 LANGHOLME CLOSE, BARROWFORD, BB96DH
(07811 546630)
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
 - 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:** £75.00
7. **Total amount of project:** £157.00
8. **Is there match funding for the project from elsewhere?**
If so, please give details: A PARALLEL APPLICATION FOR THE SAME SUM
HAS BEEN SUBMITTED TO NELSON, BRIERFIELD & REEDLEY AREA
COMMITTEE
9. **Brief details of project:** PURCHASE OF PUBLIC LIABILITY INSURANCE
FROM ZURICH INSURANCE TO ENABLE EVENTS TO TAKE PLACE IN THE
PARK . THIS WILL ALLOW THE FRIENDS GROUP TO COVER THE COSTS OF
EVENTS FROM THEIR EXISTING FUNDS.
10. **Main outcomes to be achieved:** 1. BRASS BAND CONCERT, 2. TREE
IDENTIFICATION WALK, 3. BAT WALK
11. **When will project be implemented?**
Start Date: 9 JUNE 2024 OR AS SOON AS POSSIBLE THEREAFTER
Expected Completion Date: 8 JUNE 2025
12. **Who will undertake the project works?** CHAIR AND TREASURER WILL
ARRANGE THE INSURANCE. MEMBERS OF THE FRIENDS GROUP WILL
ORGANISE THE EVENTS.
13. **Are there long-term revenue consequences and how will these be funded?**
NONE

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BID FOR FUNDING FROM AREA COMMITTEE BUDGET PRO FORMA

- | | | | |
|--|---|----------------------|--|
| 1. Short project title: | Barley Village Playground Fence Replacement | | |
| 2. Bid submitted by: | Derek Heap (Chairman) | | |
| 3. On behalf of (please include contact details): | Barley with Wheatley Booth Parish Council,
C/O 2 Barley Green, Barley, Burnley, Lancashire BB12 9JU. Tel. 01282 692264 | | |
| 4 (a) Does your organisation have a constitution: | Parish Council | | |
| (b) Does it have a board 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 bank payment? | Two | | |
| 5. Is your organisation VAT-registered? * | Yes | | |
| 6. Amount requested: | £2,500.00 | | |
| 7. Total Amount of Project | £10,000.00 | | |
| 8. Is there match funding for the project from elsewhere? | Yes | | |
| If so, please give details: | Barley Parish Council will be providing the additional £7.5k of project funding. | | |
| 9. Brief details of project: | To replace the existing dilapidated playground fence: | | |
| a. | A project to upgrade the existing playground is planned for May'24, | | |
| b. | Existing fence is dilapidated and in need of replacement after the PG upgrade, | | |
| c. | Fence is designed to be “playground friendly” and sympathetic with the location. | | |
| 10. Main outcomes to be achieved: | | | |
| • | The fence separates the play area from a busy public footpath and road. | | |
| • | The purpose of the fence is to keep children within the relative safety of the play area. Allied with good gates, to keep dogs and other animals off the play area. | | |
| • | To give children a sense that it is their area and separate from the surroundings. | | |
| • | To give residents and visitors a sense their children are in a safe place. | | |
| 11. When will the project be implemented? | Start July'24 | Completion July 2024 | |
| 12. Who will undertake the project works? | Approved Fencing Contractor | | |
| 13. Are there long-term revenue consequences and how will these be funded? | Yes | | |
| Inspection and maintenance will be funded by Barley Parish Council. | | | |

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Barley Playground Existing Fence 2024



P1 – South Fence - Section Collapsed in February 2024 – All posts were Rotted



P2– North Fence Section – All posts are loose and horizontal members are rotting

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Barrowford Memorial Park Centenary Memorial Garden Renovation
2. **Bid submitted by:** Mr. I. A. Iord
3. **On behalf of (please include contact details):** Barrowford Parish Council
Holmefield House, Gisburn Road Barrowford BB9 8ND. **Tel:** 01282 696349 Email
barrowfordpc@barrowford.org.uk
4.
 - a) **Does your organisation have a constitution?** Standing Orders
 - b) **Does it have a board of governors/directors or a committee that oversees its work?** Parish Councillors
 - c) **Does your organisation have its own bank account?** Yes
 - d) **How many signatures are required to authorise a payment from your bank account?** Three
5. **Is your organisation VAT-registered?*** No but can reclaim Vat.
6. **Amount requested:** £4,000.00
7. **Total amount of project:** £20,000.00
8. **Is there match funding for the project from elsewhere?**
If so, please give details: Barrowford PC £12,000.00 other grant applications to be submitted
9. **Brief details of project:** To replace current paving stones which have become badly worn and the addition of additional names to the War Memorial to mark the Centenary Year of Barrowford Memorial Park
10. **Main outcomes to be achieved:** To improve both public safety and the amenity and use of the Memorial Garden to Commemorate addition names of additional casualties in all 20th Century conflicts including the Boar War that have come to light since the original work in the late 1990's.
11. **When will project be implemented?**
Start Date: June 2024
Expected Completion Date: November 2024
12. **Who will undertake the project works?**
The Parish Council will appoint a contractor as soon as possible.
13. **Are there long-term revenue consequences and how will these be funded?**
None as the park is owned and maintained by the Parish Council

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**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Drainage and surface improvements to recreation ground
2. **Bid submitted by:** Kelly Wood - Clerk
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?** Parish Council
 - c) **Does your organisation have its own bank account?** Yes
 - d) **How many signatures are required to authorise a payment from your bank account?** 2 x Parish Councillors
5. **Is your organisation VAT-registered?*** No
6. **Amount requested:** £2,500.00
7. **Total amount of project:** £4,000
8. **Is there match funding for the project from elsewhere?**
If so, please give details: Parish Council funds
9. **Brief details of project:** New drainage works to the bottom of the recreation ground to help drain the area near the boules court and orchard
10. **Main outcomes to be achieved:**
To make the playing field/football pitch less boggy
11. **When will project be implemented?**
Start Date: May - June
Expected Completion Date: Levelling up works will be completed by Sept 2024
12. **Who will undertake the project works?** Pendle Borough council & our Lengthsman
13. **Are there long-term revenue consequences and how will these be funded?**
no

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**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

11. **Project title:** Historic Threepenny Bit
1. **Bid submitted by:** Patricia Rosthorn
2. **On behalf of (please include contact details):** Higham Parish Council
clerk@highamparishcouncil.com 07931687175
3. 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?** 2
4. **Is your organisation VAT-registered?*** No
5. **Amount requested:** £6,000
6. **Total amount of project:** £10,000
7. **Is there match funding for the project from elsewhere?** No
If so, please give details:
8. **Brief details of project:** The Threepenny Bit is a walled and paved Historic Public Space Area in the centre of Higham. Our aim is to make safe the area by replacing the broken and damaged paving and wall and purchasing new seating for the area.
9. **Main outcomes to be achieved:** This area has been used by Highamers to sit and relax and contemplate life for nearly a hundred years as an historic public space. Higham House Barn previously stood on the area but this was demolished to make way for the development, which was constructed to mark the Coronation of King George VI in 1938. In 1953 a Chestnut tree was planted in this area to mark the Coronation of Queen Elizabeth II along with a commemoration on a brass plaque on a bench. The chestnut tree, plaque and bench are long since gone and the stone paving and wall have broken and deteriorated over the years. Our intention and main outcome is to make the historic area a safe and enjoyable space for the public to keep enjoying for another 100 years.
10. **When will project be implemented?** This year
Start Date: No date agreed yet
Expected Completion Date:
11. **Who will undertake the project works?** This is yet to be agreed but we will source local contractors that already have a working knowledge of Higham

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

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BID FOR FUNDING FROM AREA COMMITTEE BUDGET PRO FORMA

1. **Project title:** Playground project
2. **Bid submitted by:** Patricia Rosthorn
3. **On behalf of (please include contact details):** Higham Parish Council
Clerk@highamparishcouncil.com Tel: 07931 687175
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?** 2
5. **Is your organisation VAT-registered?*** No
6. **Amount requested:** £6,000
7. **Total amount of project:** £10,000
8. **Is there match funding for the project from elsewhere?** No
If so, please give details:
9. **Brief details of project:** After lots of discussion it has been agreed to update the playground with new equipment. A lot of the wooden play equipment is rotten and is planned for removal. Further fencing to prevent vehicles from accessing the land is also planned.
10. **Main outcomes to be achieved:** Higham play area is well used by the children of Higham and visitors to the area. As some of the wooden play equipment has been damaged by the grass cutters and is also rotting it needs renewing to keep the play park safe and accessible for all to use all year round. To stop any unauthorised vehicles from using the top area of the playground as a turning point we are planning some fencing along the perimeter to further secure the playground for the safety of the children.
11. **When will project be implemented?** This year
Start Date: No date agreed yet
Expected Completion Date:
12. **Who will undertake the project works?** Quotes for play equipment will be submitted and local contractors will supply and complete the fencing.
13. **Are there long-term revenue consequences and how will these be funded?** N/A

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**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Village Hall Roof
2. **Bid submitted by:** Patricia Rosthorn
3. **On behalf of (please include contact details):** Higham Parish Council
clerk@highamparishcouncil.com 07931 687175
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?** 2
5. **Is your organisation VAT-registered?*** No
6. **Amount requested:** £10,000
7. **Total amount of project:** £20,000
8. **Is there match funding for the project from elsewhere?** Yes
If so, please give details: The Village Hall Committee
9. **Brief details of project:** The Village Hall Roof needs reroofing.
10. **Main outcomes to be achieved:** This Village Hall is the hub of Higham and used by various groups. The roof is in dire need of replacement. It rains in in various parts of the building, causing damp patches on the ceiling and walls and the minor repairs that have been made have not worked. Water dripping in the Hall on to the floor has also caused some of the floor boards to rot which have been replaced. However, to keep this building safe from further water damage the roof must be replaced.
11. **When will project be implemented?** This project is funding dependant
Start Date: No date agreed yet
Expected Completion Date:
12. **Who will undertake the project works?** This is yet to be agreed
13. **Are there long-term revenue consequences and how will these be funded?**
N/A

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**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Community Cohesion
2. **Bid submitted by:** Rebecca Hay
3. **On behalf of (please include contact details):** Old Laund Booth Parish Council, Ollistan, 239 Red Lees Road, Cliviger, Burnley, BB10 4RF
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, but we can claim back VAT
6. **Amount requested:** £ 5,000
7. **Total amount of project:** £ 15,000
8. **Is there match funding for the project from elsewhere?**
If so, please give details: The parish council will look at other funding streams and its own reserves.
9. **Brief details of project:** To use the land behind the village hall to extend and tidy up the already popular community car park, to maximise the useage for all residents, provide a mobile covered community pavilion structure which can be used for outdoor events and a community fruit tree garden, which we hope will be extended to other residents in the village and to the village play area.
10. **Main outcomes to be achieved:** To bring together the community, help alleviate parking problems, create a good sound environmental project which helps with health and well being and brings people of all ages together, emphasising community spirit.
11. **When will project be implemented? Start Date:** Once funding has been completed.
Expected Completion Date: December 2024
12. **Who will undertake the project works?** Contractors employed by the parish council, using local firms if possible.
13. **Are there long-term revenue consequences and how will these be funded?**
Maintenance will be limited and funded by the parish council via its precept.

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**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Replacement Benches Project
2. **Bid submitted by:** Mary Reed, Parish Clerk
3. **On behalf of (please include contact details):** Roughlee Parish Council
Tel: 01282 611126 roughleeclerk591@gmail.com
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:** £2000
7. **Total amount of project:** £2000
8. **Is there match funding for the project from elsewhere?** No
If so, please give details:
9. **Brief details of project:** To replace three existing wooden benches in a poor state of repair with low maintenance composite or recycled benches.
10. **Main outcomes to be achieved:** To reduce maintenance costs and improve the look of the benches for many years to come.
11. **When will project be implemented?**
Start Date: As soon as possible - Summer 2024
Expected Completion Date: By Autumn 2024
12. **Who will undertake the project works?** Members of FORA (Friends of Roughlee Appearance) will install the benches.
13. **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***

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

1. **Project title:** Replacement Door
2. **Bid submitted by:** Jon Bailey R.F.O
3. **On behalf of (please include contact details):** Roughlee Parish Council
01282 615099 roughleerfojb@outlook.com
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
7. **Total amount of project:** ££2500.00
8. **Is there match funding for the project from elsewhere?**
If so, please give details: Np
9. **Brief details of project:** To replace a double rear entrance
10. **Main outcomes to be achieved:** Increase security and decrease water ingress
11. **When will project be implemented?**
Start Date: Soonest
Expected Completion Date: Summer
12. **Who will undertake the project works?**
M & S Joinery
13. **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***