

REPORT FROM: HEAD OF HOUSING AND ENVIRONMENTAL HEALTH

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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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 (see Appendix 1).
- (2) That Members consider the new bid detailed in paragraph 6.
- (3) That Members note the financial requirements stipulated in paragraph 4.

REASON FOR RECOMMENDATIONS

To enable the Budget to be allocated effectively and in line with financial regulations.

ISSUE

Funding carried forward from previous year

1. £10,291.

Budget for 2024/25

2. £17,850.

Total funds 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.** Blacko PC Bid £1,265 – Allotment Fencing (see Appendix 1, Scheme 11 and 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.
- 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: Budget Commitments 2024/25

Appendix 2: Blacko PC Bid

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 09/10/24 - £833 Deallocated Barrowford Memorial Park River Wall	I Lord Barrowford PC	4,755	-£833	3,922	0	3,922	£1,745 spent in 2022/23
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 Spenn Brook Gateway Project	N Corry Goldshaw Booth PC	1,000	0	1,000	1,000	0	Completed
4	05/07/23 - £1,500 Newchurch-in-Pendle Woodland Area	N Corry Goldshaw Booth PC	1,500	0	1,500	1,500	0	Completed
5	05/06/24 - £1,000 09/10/24 - £311 Litter and Dog Waste Bins	J Lord (PBC)	0	1,311	1,311	653	658	The spend may not be up to date in this report. Operational Services report fully on this.
6	05/06/24 - £2,500 Pendle way Improvements - Brown House Farm	T Partridge (PBC)	0	2,500	2,500	0	2,500	
7	05/06/24 - £1,500 Higherford Globes Project	S Eames (H'Ford Res. Action Group)	0	1,500	1,500	1,500	0	Completed
8	05/06/24 - £75 FOVP - PL Insurance for Events	R Oliver (FOVP)	0	75	75	75	0	Completed

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
9	05/06/24 - £2,500 Barley Village Playground Fence	D Heap (Barley PC)	0	2,500	2,500	2,500	0	Completed.
10	05/06/24 - £4,000 Centenary Memorial Garden	I Lord (Barrowford PC)	0	4,000	4,000	4,000	0	Completed.
11	05/06/24 - £2,500 Recreational Ground Improvements	K Wood (Blacko PC)	0	2,500	2,500	1,235	1,265	Final invoice received for this leaving £1,265 unspent.
12	05/06/24 - £1,500 Replacement Benches	M Reed (Roughlee PC)	0	1,500	1,500	0	1,500	
13	05/06/24 - £2,000 Replacement Door	J Bailey (Roughlee PC)	0	2,000	2,000	0	2,000	
14	09/10/24 - £833 Repair of fencing Deepdale Court/Pendle Street	P Riley (PBC)	0	833	833	0	833	
	Subtotals		£10,255	£17,886	£28,141	£12,463	£15,678	
	Uncommitted Funds		£36	-£36	£0	-	£0	
	TOTAL FUNDS AVAILABLE 2024/25		£10,291	£17,850	£28,141	£12,463	£15,678	

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

1. **Project title:** New Fencing
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?** NO
 - 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:** £1,265
7. **Total amount of project:** £2,800
8. **Is there match funding for the project from elsewhere?**
If so, please give details: YES PARISH COUNCIL
9. **Brief details of project:**
The fencing around the allotment part of the recreation ground is in poor repair with rotten fence posts.
10. **Main outcomes to be achieved:**
Secure allotment site and improved security around the whole recreation ground site.
11. **When will project be implemented?**
Start Date: asap
Expected Completion Date: Feb 2024
12. **Who will undertake the project works?**
J Hurst Fencing contractor
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***