

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

**TO: BARROWFORD AND WESTERN PARISHES COMMITTEE**

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**Report Author:** Julie Mousdale  
**Tel. No:** 661569  
**E-mail:** [julie.mousdale@pendle.gov.uk](mailto:julie.mousdale@pendle.gov.uk)

## **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 deallocating funding from underspent schemes as outlined in paragraphs 5,6 and 7.
- (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. Pendle Way Improvements – Brown House Farm (appendix 1, scheme 6).  
Completed. Request the £50 underspend is deallocated and used elsewhere.
6. Roughlee PC Scheme - Replacement Benches (appendix 1, scheme 12).  
Completed. Request the £237 underspend is deallocated and used elsewhere.
7. Roughlee PC Scheme - Replacement Door (appendix 1, scheme 13).  
Completed. Request the £76 underspend is deallocated and used elsewhere.

### ***New bids***

8. 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 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 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

## **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 <b>Barrowford Memorial Park River Wall</b>	I Lord Barrowford PC	4,755	-£833	3,922	0	3,922	£1,745 spent in 2022/23
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>Spenn Brook Gateway Project</b>	N Corry Goldshaw Booth PC	1,000	0	1,000	1,000	0	Completed
4	05/07/23 - £1,500 <b>Newchurch-in-Pendle Woodland Area</b>	N Corry Goldshaw Booth PC	1,500	0	1,500	1,500	0	Completed
5	05/06/24 - £1,000 09/10/24 - £311 <b>Litter and Dog Waste Bins</b>	J Lord (PBC)	0	1,311	1,311	1,305	6	Operational Services report fully on this.
6	05/06/24 - £2,500 <b>Pendle way Improvements - Brown House Farm</b>	T Partridge (PBC)	0	2,500	2,500	2,450	50	Completed. Request £50 underspend is deallocated.
7	05/06/24 - £1,500 <b>Higherford Globes Project</b>	S Eames (H'Ford Res. Action Group)	0	1,500	1,500	1,500	0	Completed
8	05/06/24 - £75 <b>FOVP - PL Insurance for Events</b>	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 <b>Barley Village Playground Fence</b>	D Heap (Barley PC)	0	2,500	2,500	2,500	0	Completed.
10	05/06/24 - £4,000 <b>Centenary Memorial Garden</b>	I Lord (Barrowford PC)	0	4,000	4,000	4,000	0	Completed.
11	05/06/24 - £2,500 <b>06.11.24 - £1,265 deallocated</b> <b>Recreational Ground Improvements</b>	K Wood (Blacko PC)	0	1,235	1,235	1,235	0	Completed.
12	05/06/24 - £1,500 <b>Replacement Benches</b>	M Reed (Roughlee PC)	0	1,500	1,500	1,263	237	Completed. Request £237 underspend is deallocated
13	05/06/24 - £2,000 <b>Replacement Door</b>	J Bailey (Roughlee PC)	0	2,000	2,000	1,924	76	Completed. Request £76 underspend is deallocated
14	09/10/24 - £833 <b>Repair of fencing Deepdale Court/Pendle Street</b>	P Riley (PBC)	0	833	833	833	0	Completed.
15	06/11/24 - £1,265 <b>Allotment Fencing</b>	K Wood (Blacko PC)	0	1,265	1,265	0	1,265	
	<b>Subtotals</b>		<b>£10,255</b>	<b>£17,886</b>	<b>£28,141</b>	<b>£19,585</b>	<b>£8,556</b>	
	<b>Uncommitted Funds</b>		<b>£36</b>	<b>-£36</b>	<b>£0</b>	<b>-</b>	<b>£0</b>	
	<b>TOTAL FUNDS AVAILABLE 2024/25</b>		<b>£10,291</b>	<b>£17,850</b>	<b>£28,141</b>	<b>£19,585</b>	<b>£8,556</b>	