

REPORT FROM: LEGAL SERVICES MANAGER

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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AREA COMMITTEE BUDGET 2025/26

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 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

Unspent funding carried forward from previous year

1. £7,493

Budget for 2025/26

2. £17,850

Total funds for 2025/26

3. £25,343 (£7,493 + £17,850)

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. 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 2025/26

LIST OF BACKGROUND PAPERS

None.

Barrowford and Western Parishes Committee Commitments 2025/26

(Shaded schemes are completed)

Appendix 1

Sch. No.	Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2025/26	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
1	Barrowford Memorial Park River Wall	I Lord Barrowford PC	3,922	0	3,922	0	3,922	
2	04/06/25 - £1,776 Deallocated 04/06/25 - £2,919 Premises Improvement Grants	D McCarthy PBC	3,000	1,143	4,143	1,224	2,919	The spend may not be up to date. Economic Growth report fully on this.
3	04/06/25 - £1,000 Litter and Dog Waste Bins	J Lord (PBC)	208	1,000	1,208	166	1,042	The spend may not be up to date. Operational Services report fully on this.
4	04/06/25 - £1,750 Fence Village Hall	D Hall (Fence Village Hall Cttee)	0	1,750	1,750	0	1,750	
5	04/06/25 - £80 FOVP - PL Insurance for Events	R Oliver (FOVP)	0	80	80	0	80	
6	04/06/25 - £3,500 Path to rear of lake	I Lord (B'ford PC)	0	3,500	3,500	0	3,500	
7	04/06/25 - £1,250 Football Posts and Nets	J Sutcliffe (Goldshaw Booth PC)	0	1,250	1,250	0	1,250	
8	04/06/25 - £750 Footpath	P Rosthorn (Higham PC)	0	750	750	0	750	
9	04/06/25 - £400 Bus shelter	P Rosthorn (Higham PC)	0	400	400	0	400	
10	04/06/25 - £370 Notice Board	P Rosthorn (Higham PC)	0	370	370	0	370	

Sch. No.	Scheme Details	Lead Officer/ Service Area	c/f from previous year	Allocated 2025/26	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
11	04/06/25 - £500 Playground	P Rosthorn (Higham PC)	0	500	500	0	500	
12	04/06/25 - £2,770 Radar Speed Sign	J Bailey (Roughlee PC)	0	2,770	2,770	0	2,770	
13	04/06/25 - £2,500 Toilet Block Improvement	D Heap (Barley PC)	0	2,500	2,500	0	2,500	
14	04/06/25 - £700 Emmot's Track Resurfacing	K Wood (Blacko PC)	0	700	700	700	0	Completed
15	04/06/25 - £1,500 Higherford Globes Project	S Earnes (H'Ford Res. Action Group)	0	1,500	1,500	0	1,500	
	Subtotals		£7,130	£18,213	£25,343	£2,090	£23,253	
	Uncommitted Funds		£363	-£363	£0	-	£0	
	TOTAL FUNDS AVAILABLE 2025/26		£7,493	£17,850	£25,343	£2,090	£23,253	