

**Record Of Decision Taken Under Scheme Of
Delegation By Member Of Senior Management
Team In Consultation With Portfolio Holder and
Chair of My Neighbourhood Forum**



SMT Member:	Jennifer Mullin
Service Group:	Neighbourhoods and Development
Portfolio Holder:	Councillor Jane Bell
Portfolio/Committee:	Corporate Support and Community Engagement
My Neighbourhood Chair:	Councillor Colin Coulton
My Neighbourhood Forum:	Western Parishes
Subject:	Christmas in the Western Parishes
Decision:	Permission to allocate and spend core funds of upto £860 to support a project on the Western Parishes neighbourhood plan – Christmas in the Western Parishes.
Details and Reasoning:	<p><u>Introduction</u></p> <p>The Western Parishes Neighbourhood Plan includes the following project: “Christmas in the Western Parishes 2018”</p> <p><u>Background</u></p> <p>This project aims to once again support community Christmas events in the local area. This complements the work of Parish Councils, Churches and community groups during the festive season</p> <p><u>Details</u></p> <p>To fund the production of a Christmas events guide (as produced in the last 3 years) and to fund the delivery to every household in the Western Parishes. In both 2016 and 2017 a copy was delivered to every household and some great feedback was received on this, particularly by homes far out.</p> <p>1) The “What’s On Guide” would be the same format as previous years, and would include details of community events such as church services, carol concerts, switch-ons and markets.</p> <p>Distribution will be to all the homes in the Western Parishes via the distribution company used the last two years who have knowledge of the area now, as well as to schools and churches and community buildings.</p> <p>2) Support to Christmas light “switch ons” and refreshments. Purchase of mince pies as a contribution.</p> <p><u>Funding</u></p> <p>The proposal is to request an allocation of up to £860 from core funds.</p> <p>Cost of production of the What’s On Guides, 7,000 copies, A3 folded to A4 - upto £430. Delivery to 6187 homes - upto £330 Mince pies cost - upto £100</p> <p>TOTAL cost upto £860</p>
Wider Implications (Financial, Legal, Equality & Risk):	None
Report attached?	Please refer to www.southribble.gov.uk website for further details of My Neighbourhood Forum decisions.
Exempt from publication? If exempt, give reason(s):	No

Signed:

Financial Management <i>James Mackintosh</i>	Legal Services <i>[Signature]</i>	
Date 10/10/18	Date 11/10/18	
SMT Member <i>[Signature]</i>	Portfolio Holder <i>Jane Bell</i>	My Neighbourhood Chair <i>[Signature]</i>
Date 10/10/18	Date 02.10.18	Date 24.10.18

Publication Date
(DST use):

Decision template revised June 2013

THIS DECISION WILL COME INTO FORCE AND MAY BE IMPLEMENTED FIVE WORKING DAYS AFTER ITS PUBLICATION DATE, SUBJECT TO BEING CALLED IN IN ACCORDANCE WITH THE COUNCIL'S CONSTITUTION