

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Council Chamber, Council Offices, Coalville on TUESDAY, 19 JUNE 2018

Present: Councillor J Geary (Chairman)

Councillors R Adams, N Clarke, J Cotterill, D Everitt, J Legrys, P Purver, M Specht and M B Wyatt

In Attendance: Councillor R Johnson

Officers: Mr P Sanders, Mr J Knight, Mrs W May and Mrs R Wallace

**1. APPOINTMENT OF CHAIRMAN FOR ENSUING YEAR**

Councillor J Legrys moved that Councillor J Geary be appointed as Chairman for the ensuing year. It was seconded by Councillor R Adams.

At his request for an individual recorded vote, Councillor M B Wyatt voted against the motion. He stated that he felt the Labour Group blocked any other member from being Chairman by continuously voting the same way each year.

RESOLVED THAT:

Councillor J Geary be appointed as Chairman for the ensuing year.

**2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR**

Councillor J Legrys moved that Councillor R Adams be appointed as Deputy Chairman for the ensuing year. It was seconded by Councillor N Clarke.

RESOLVED THAT:

Councillor R Adams be appointed as Deputy Chairman for the ensuing year.

**3. APOLOGIES FOR ABSENCE**

None

**4. DECLARATIONS OF INTEREST**

Councillor J Geary declared a non-pecuniary interest in item 8 – Capital Projects Update as a regular supporter of Coalville Town Football Club and a founder member of Mantle Lane Arts.

Councillor J Legrys declared a non-pecuniary interest in any reference to Hermitage FM due to his voluntary involvement with the organisation.

Councillor M B Wyatt declared a non-pecuniary interest in any reference to Coalville Town Centre as a business owner.

**5. MINUTES OF THE PREVIOUS MEETING**

Consideration was given to the minutes of the meeting held on 24 April 2018.

The Chairman reminded Members that the meeting was now held in public and asked that a record be kept of the numbers of the public in attendance at each meeting for reference.

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Councillor M B Wyatt felt that it was not clear on the website that the meeting was now open to the public and asked for it to be addressed.

Regarding minute number 26 – Marlborough Square Update, the Chairman referred to his comments on risk assessments for events. He reported that following the meeting, he received the risk assessments for Picnic in the Park and he was very pleased with the quality of the documents. He added that he raised the use of gas cylinders by food vendors with officers as this was not included within the risk assessments. The Cultural Services Team Manager reported that vendors at the event had to submit risk assessments and this subject would be included.

Regarding minute number 29 – Capital Projects Update, Councillor R Adams asked for an update on the effectiveness of the mobile vehicle activated signage in six months' time. He asked that information such as average speeds and number of vehicles exceeding the speed limit be included. The Leisure Services Team Manager agreed.

Regarding the Bardon Community Fund, to which a number of applications for funding had been made on behalf of the group, Councillor R Adams asked what area it actually covered. Councillor M B Wyatt explained that the fund was for small projects in the surrounding area of Bardon Hill Quarry, the further away the project was based the less likely the application would be successful.

It was moved by Councillor J Legrys, seconded by Councillor R Adams and

RESOLVED THAT:

The minutes of the meeting held on 24 April 2018 be approved and signed by the Chairman as a correct record.

## **6. COALVILLE SPECIAL EXPENSES WORKING PARTY TERMS OF REFERENCE**

It was moved by Councillor R Adams, seconded by Councillor J Legrys and

RESOLVED THAT:

The updated terms of reference be noted.

RECOMMENDED THAT:

Cabinet approve the terms of reference at its meeting on 24 July.

## **7. 2018/19 EVENTS UPDATE**

The Cultural Services Team Manager presented the report to Members, highlighting upcoming events and allocated budgets.

### Music and Picnic in the Park

The Cultural Services Team Manager reported that all plans were in place for the event which was taking place at the weekend and all costs were within budget. She drew Members attention to a clash with a charity event at the Coalville Rugby Club which may affect footfall, she believed the event was planned at short notice and therefore could not be avoided. She also pointed out that there was an England football match taking place on Sunday. Discussions were had regarding the possibility of incorporating the football into the event but all agreed it would not be suitable as it would change the dynamics of the event. The Head of Community Services suggested that the celebration of sporting events be looked at in the future when areas such as Marlborough Square would be available.

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### Coalville by the Sea

The Cultural Services Team Manager reported that detailed planning was underway and the supply of sand had been secured from P&R Building Supplies Limited.

### Christmas in Coalville

The Cultural Services Team Manager reported that work was ongoing but there was nothing further to report on the planning. She informed Members that work on Marlborough Square had been delayed until the Autumn and therefore the area would not be used for Christmas events in 2018. Members were also informed that the proposal was to halt the works at Marlborough Square for four weeks over the Christmas period to avoid any disruption in the town over a very busy time. Members agreed that the proposal was appropriate.

Councillor M B Wyatt asked if Memorial Square would be incorporated into the event as Marlborough Square was not available. The Cultural Services Team Manager confirmed that the use of Memorial Square formed part of the plans. The Chairman suggested that Councillor M B Wyatt send any ideas for the event to the Cultural Services Team Manager for consideration. Councillor M B Wyatt stated that he had made suggestions in the past for Memorial Square and the area was never fully utilised. He felt that the use of Memorial Square was inadequate in previous years.

The Chairman raised concerns regarding the use of Memorial Square during hours of darkness as it could be dangerous due to the busy crossroads, he felt it was important to fully assess the area. He reaffirmed that the Cultural Services Team Manager was open to ideas and invited Members to put suggestions forward.

A lengthy discussion was had regarding the use of the Christmas tree brackets and lights on High Street. As Members felt that similar discussions had been held in the past and no further information received, it was agreed that a report be considered at the next meeting to include the following information:

- Who installed Christmas tree brackets above each of the units on High Street and who was responsible for them if they needed replacing.
- An assessment of the Christmas tree brackets to ascertain if they were still fit for purpose.
- A costing to run lights along the buildings where the tree brackets were to match the other side of High Street rather than Christmas trees.
- Cost effective alternatives to the Christmas trees.

The Cultural Services Team Manager reminded Members that the budget for Christmas lights was tied up in the current contract and there was no additional budget available at this time. She agreed to look into the points raised by Members and would report back to the Events Sub Group on 25 September and then onto the Coalville Special Expenses Working Party in October.

### Coalville May Fair

The Cultural Services Team Manager reported that the event was very successful and discussions were ongoing regarding the return of the fair for the same weekend in 2019 in the same position. Councillor M B Wyatt felt it was a good event and the feedback he had received was great. However, he believed that it should be a bigger event next year with more utilisation of the town centre, for example using High Street for the fair. He added that the Chief Executive was very supportive of increasing the size of the event. The Cultural Services Team Manager advised Members that caution was required as the event would be very different if highways were utilised. She explained that fairs in other towns, such as Ashby, were supported by statutes. Councillor M B Wyatt stressed the importance of bringing the fair into the centre of town for local businesses and was

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strongly against the use of car parks. He would be happy to propose the allocation of funding to the event as he believed it was worth it.

Councillor M Specht agreed that it was a very successful event and felt the expansion of the event should be investigated.

It was moved by the Chairman and seconded by Councillor P Purver that officers consult with emergency services regarding the feasibility of closing High Street. It was agreed.

#### Music and Picnic in the Park 2019

Members were happy with the proposed dates of Saturday 22 and Sunday 23 June for the event in 2019 to allow for early planning.

#### Coalville Events

The Cultural Services Team Manager referred Members to the poster of events at appendix 2.

Councillor M Specht requested a number of colour copies of the poster to put on his parish notice boards. The Cultural Services Team Manager reported that posters were sent to every parish to be displayed and would look into why Coleorton Parish Council had not received them. She agreed to provide copies for Councillor M Specht.

#### Coalville Commemorates

The Cultural Services Team Manager reported that work was progressing well. A meeting had been held with the Whitwick Branch of the Royal British Legion and the initiative was fully supported by the committee members. Since the report had been written, the Cultural Services Team Manager had been informed that unfortunately the application to the Bardon Community Fund had been unsuccessful. However, as Cabinet had allocated funding to cover a shortfall if the application was unsuccessful, the project will be able to progress.

It was moved by Councillor J Legrys, seconded by Councillor P Purver and

RESOLVED THAT:

- a) The progress update on 2018/19 events be noted.
- b) The progress update of the commemorative artwork for the centenary of the end of World War 1 be noted.
- c) A report on the Christmas tree brackets and lights on High Street be considered at the next meeting.

RECOMMENDED THAT:

The dates of the Music in the Park event for 2019 be confirmed as Saturday 22 and Sunday 23 June.

## **8. CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report to Members and provided an update on ongoing projects.

#### Owen Street Recreation Ground Floodlights

The Leisure Services Team Manager reported that works had been slightly delayed but should still be completed by the end of June. Although funding had been previously approved, Section 106 monies had been identified that would now be used for the project

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which allowed the £50,000 originally allocated to be returned to the relevant budget and balances.

The Chairman thanked the Leisure Services Team Manager for his work on identifying the Section 106 monies and saving the allocated funds.

#### Thringstone Miners Social Centre Training Pitch

The Leisure Services Team Manager reported that at the last trustee meeting, further issues were highlighted regarding the financial stability of the club and therefore this was now a priority. Once resolved, the training pitch project would be progressed. The Chairman asked that a shrewd eye be kept on the club as many football clubs were failing financially.

#### Coalville Forest Adventure Park

The Leisure Services Team Manager reported that work had commenced with completion due at the end of summer.

#### Melrose Road Play Hub

The Leisure Services Team Manager reported that following advice from Legal Services, the process of creating a Permissive Footpath Agreement had to be followed now that it had been requested, this would cost approximately £1,500. However, Leicestershire County Council would also need to be party to the agreement as the footpath would adjoin highways land and this could incur further costs. Therefore, an additional £3,000 could be required from balances to enable the project to be delivered.

Councillor D Everitt questioned if the land actually belonged to Leicestershire County Council. The Leisure Services Team Manager had been advised that it was, but would double check before anything was progressed.

Councillor M B Wyatt was not in support of the recommendation to allocate additional funds.

The Chairman was unhappy about the possible increase in cost but felt it was important to progress the agreement as the area was a risk to public safety. The Leisure Services Team Manager clarified that the additional funds would only be required if Leicestershire County Council chose to be involved. Members agreed.

#### Coalville Park

Green Flag Award - The Leisure Services Team Manager reported that the planned achievement of the Green Flag Award was included in the 2018/19 Council Delivery Plan and discussions had been had with a Green Flag assessor who would be providing support. He referred Members to the quarterly tasks as detailed within the report.

Fields in Trust – The Leisure Services Team Manager reported that following the application, Fields in Trust had indicated that the park was eligible but there would be a delay in processing the application due to them having a lack of legal representation. It had also been confirmed that a change to the name of the park was not a necessity and whether to continue with the change was a decision for Members. Councillor J Legrys felt that the name of the park should not be changed. It was moved by Councillor J Legrys, seconded by Councillor R Adams and agreed to retain the name Coalville Park.

#### Lillehammer Drive

The Leisure Services Team Manager confirmed that it was Barrett's intention to remove the MUGA from Monday 18 June. He referred to the plans over the coming months as detailed within the report and confirmed that local residents had been informed by letter.

Councillor J Legrys thanked the Leisure Services Team Manager for the work and effort put into the project.

The Leisure Services Team Manger also informed Members that the Section 106 Agreement stated that money could be used on other projects as long as Lillehammer Drive residents were to benefit. Therefore he was currently looking at developing the field behind Coalville Park to expand the area. Councillor M B Wyatt did not approve of the use of the field as it was the only open space around the park that was used as parking for the Picnic in the Park event. He added that the area was also used by younger children and he did not want the use to be restricted. The Leisure Services Team Manager agreed to consult with officers and put together some initial plans for the next meeting. Councillor J Legrys also added that there had been some problems on that piece of land with anti-social behaviour in the past.

#### London Road Closed Cemetery

The Leisure Services Team Manager reported that the application to the Bardon Community Fund had been successful and therefore the improvement works could progress. In addition, the Commonwealth War Graves Commission had been contacted to see if any funding was available to reinstate laid down headstones and a response was awaited. He thanked Councillor M B Wyatt for his suggestion to apply to the Bardon Community Fund.

#### Coalville Library

The Leisure Services Team Manager reported that following an onsite meeting to discuss potential improvements, it was apparent that the proposals were significantly larger than first anticipated. Officers were conscious of not undertaking any work that conflicted with wider works in the area and therefore would refer the concerns regarding the area to the Coalville Board for consideration.

Councillor M B Wyatt requested that any developers of the Red House be made aware of the Section 106 Agreements for monies to be used in the area. Councillor J Legrys understood that the Chief Executive was aware of this along with the planning department.

#### RESOLVED THAT:

- a) The progress update on the 2017/18 Capital Projects be noted.
- b) The name of Coalville Park be retained.

#### RECOMMENDED THAT:

- a) Cabinet allocate £3,000 from balances to allow for a permissive footpath agreement at Melrose Play Hub.
- b) If the funding application to the Bardon Community Fund was unsuccessful, Cabinet allocate £4,500 from balances for improvements to London Road Cemetery.

### **9. COALVILLE SPECIAL EXPENSES 2017/18 OUTTURN & CAPITAL PROGRAMME 2018/19 FUNDING**

The Head of Community Services presented the report to Members, highlighting the contribution of balances of £23,000 which would increase the forecasted yearend balance to £92,000. He reminded Members that a prudent level of reserves was 10 percent of the annual recurring expenditure, therefore this would equate to approximately £45,000. He added that the figures in front of Members did not yet include the £50,000 saved from the Owen Street Recreation Ground floodlight refurbishment.

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In response to a question of clarity from Councillor Specht, the Head of Community Services confirmed that there was an error within the report and the amount to be allocated to future projects was £34,000 rather than £36,000.

In response to a previous request from Councillor J Legrys, the Head of Community Services reported that an initial tidy up of the grass and shrubs on Phoenix Green would cost approximately £800 and each additional grass cut following that would cost £90. Members agreed that they would like two additional cuts. Councillor J Legrys asked that Bardon Road and Ashby Road also have an additional two cuts. As costings for that work had not been provided, Members asked for the costing to be sought and if the cost was under £150 per cut, agreed for two additional cuts.

As Cabinet would not be considering the recommendations until 24 July, Councillor J Legrys asked if there could be an exception made to cut the grass prior to the approval as the areas were in a very bad condition. The Head of Community Services agreed to seek advice and make the necessary arrangements.

It was moved by Councillor J Legrys, seconded by Councillor M B Wyatt and

RESOLVED THAT:

- a) The 2017/18 Forecast Outturn be noted.
- b) The Capital Programme for 2018/19 be noted.

RECOMMENDED THAT:

- a) Cabinet approve initial ground maintenance work to Phoenix Green, plus two additional grass cuts.
- b) If the cost did not exceed £150 per cut, Cabinet approve two additional grass cuts for Bardon Road and Ashby Road.

## **10. DATES OF FUTURE MEETINGS**

Tues, 16 October 2018  
 Tues, 18 December 2018  
 Tues, 16 April 2019

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.51 pm