

Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 16 December 2014
Location	Board Room, Council Offices, Coalville
Officer to contact	Democratic Services (01530 454512)

All persons present are reminded that the meeting may be recorded and by attending this meeting you are giving your consent to being filmed and your image being used. You are kindly requested to make it known to the Chairman if you intend to film or record this meeting.

The Monitoring Officer would like to remind members that when they are considering whether the following items are exempt information under the relevant paragraph under part 1 of Schedule 12A of the Local Government Act 1972 they must have regard to the public interest test. This means that members must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available to the public.

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATIONS OF INTEREST	
Under the Code of Conduct members are reminded that in declaring disclosable interests you should make clear the nature of that interest and whether it is pecuniary or non-pecuniary.	
3. MINUTES OF THE PREVIOUS MEETING	
To confirm the minutes of the meeting held on 20 October 2014	3 - 10
4. CAPITAL PROJECTS UPDATE	
Report of the Leisure Services Team Manager	11 - 14
5. EVENTS UPDATE	
Report of the Cultural Services Team Manager	15 - 16



6. PERIOD 7 ACTUAL AND 2014/15 FORECAST OUT TURN

Report of the Head of Community Services

17 - 22

7. DATES OF FUTURE MEETINGS

Tuesday, 21 April 2015

Tuesday, 14 July 2015 (provisional)

Tuesday, 13 October 2015 (provisional)

Tuesday, 15 December 2015 (provisional)

Circulation:

Councillor R Johnson (Chairman)

Councillor J Geary (Deputy Chairman)

Councillor R Adams

Councillor N Clarke

Councillor P Clayfield

Councillor D Everitt

Councillor J Legrys

Councillor M Specht

Councillor L Spence

Councillor M B Wyatt

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on MONDAY, 20 OCTOBER 2014

Present: Councillor R Johnson (Chairman)

Councillors R Adams, N Clarke, P Clayfield, J Geary, J Legrys, M Specht and M B Wyatt

Officers: Mr L Brewster, Mr J Knight, Mr D O'Nyons and Mr J Richardson

10. APOLOGIES FOR ABSENCE

There were no apologies received.

11. DECLARATIONS OF INTEREST

Councillors J Geary and R Johnson declared a disclosable non pecuniary interest in Item 4 – Capital Projects Update as regular supporters of Coalville Town FC.

Councillor J Legrys declared a disclosable non pecuniary interest in Item 5 – 2014/15 Events Update due to his involvement with Hermitage FM.

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

12. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 15 July 2014.

Councillor J Geary reiterated his disappointment that a visit to Broomleys Allotments had still not been arranged as had been agreed at April's meeting. He stressed that the visit should happen before next May's elections.

Councillor M Specht suggested that Members from Wards outside of the Coalville Special Expenses Area should also be invited. He stated that doing so could encourage Members to pursue similar projects elsewhere in the District.

Councillor M B Wyatt informed the meeting that he would arrange the visit and would update Members in due course with further details.

It was moved by Councillor J Legrys, seconded by Councillor N Clarke and

RESOLVED THAT:

the minutes of the meeting held on 15 July 2014 be approved.

13. CAPITAL PROJECTS UPDATE

The Leisure Services Team Manager presented the report to Members.

He provided the Working Party with an update on each of the ongoing projects.

Coalville Park Improvements

It was confirmed that installation of the two-way communication flowers had been completed.

Chairman's initials

The Leisure Services Team Manager informed Members that a suitable location for the Peace Garden had been identified and that initial designs had been developed. He encouraged Members to provide feedback on the proposals and stated that, if Members were in agreement, a visit to the site would be arranged. It was stated that some minor improvements to the initial plans had already been suggested, including a walkway and making the area more enclosed.

Councillor J Legrys placed on record his thanks to Officers for having created the plans. He stated that the Peace Garden should also commemorate the deaths of soldiers killed in conflicts other than the two World Wars. He made reference to Private Adam Morris, who was killed whilst on duty in Iraq, and stated that it was important that every resident of the District who had given their life was commemorated.

Councillor J Legrys asked whether a sensory element could be included in the Peace Garden, for the benefit of individuals that are visually impaired. He also stated that it was essential that access was provided for those that used wheelchairs.

Councillor R Adams stated that he was staggered at the progress that had been made on the project and praised the hard work of Officers.

Councillor J Geary reiterated that it was imperative that all residents of the District that had died serving their country were remembered. He stated that this should include those who sacrificed their life in under recognised roles, such as the Bevin Boys who had been conscripted to work in the coal mines.

Councillor P Clayfield expressed her desire that any women that had lost their lives whilst serving with the Armed Forces should also be remembered.

The Leisure Services Team Manager stated that he was happy to take into consideration all of the comments that had been made. He stated that Coalville Park already had a sensory area but that he would make enquiries to see whether it would be feasible to link them together or to relocate some elements of the existing area to the Peace Garden.

Owen Street Recreation Ground

The Leisure Services Team Manager stated that proposals and costs for the electricity upgrade work had still not been received, despite the fact that the firm involved had visited the site in August. It was confirmed that if no response was received imminently then another contractor would be sought.

It was stated that the proposed long term lease between the Council and the football club had now been finalised. The football club were now in the process of setting themselves up as a limited company and it was confirmed that once this process was complete the lease would be signed. This would allow the football club to apply to the Football Stadia Improvement Fund for matched funding for the new changing room pavilion.

It was stated that the long term lease would result in the management committee for the pavilion being disbanded as the football club would take full responsibility for the asset. However, it was stated that the football club had advised that they would like to maintain the relationship with the Council and would therefore continue to incorporate Member representation in the new management structure.

Councillor M B Wyatt asked whether the Council currently paid the cost of cutting the grass at the site. If so, he enquired whether there would be a saving as a result of the football club taking responsibility for the asset.

The Leisure Services Team Manager confirmed that the football club would assume responsibility for the grounds maintenance. It was stated that the Council would continue to undertake the work and there would be savings back to the Council.

Thringstone Miners Social Centre

It was stated that it was unlikely that external funding could be sourced towards the project without the relevant planning permissions being in place. Consequently, it was recommended that the outstanding budget for this project be allocated to obtaining planning permission and diverting the footpath. Further funding could then be sourced to cover the cost of fencing and surface works.

The consensus of Members was to allocate the remaining funds to obtaining planning permission and diverting the footpath.

Cropston Drive BMX Track and Wheeled Sports Facility

It was confirmed that the BMX track had now been completed and that the wheeled sports facility had been installed but required some further aesthetic work before it could be considered complete.

It was stated that usage of the facility had increased significantly and that the area was now considered to be a locality play hub. Consequently, it was recommended that further investment be made in the area to improve aesthetics and increase usage further. It was suggested that consideration be given to improving the fencing at the entrance, reseeding the area, shrub removal, hedge height reduction, additional tree planting, resurfacing of the hardstanding area and removal of part of the hedge line to make the area more visible from Cropston Drive.

Councillor M B Wyatt stated that he would like vandal resistant litter bins to be installed at the site. The Leisure Services Team Manager confirmed that fire proof bins were currently on order.

Councillor J Geary enquired whether there had been any reports of anti-social behaviour in the area. The Leisure Services Team Manager confirmed that he was unaware of any such behaviour.

Councillor N Clarke stated that reaching this stage had been a long time coming but that the increased usage at the site proved that the lengthy consultation had been worthwhile.

Councillor M B Wyatt asked that Officers consider improving the basketball area, specifically the painted lines which had faded significantly. The Head of Community Services confirmed that resurfacing of the area was being considered.

Urban Forest Park

It was confirmed that the second draft proposals had now been finalised. It was stated that the water sampling had now been undertaken and that nothing had immediately been found. The contractor had advised that the full results would be available in the next few weeks.

Councillor J Legrys thanked Officers for their work and asked that the full results be circulated to Members of the Working Party once they were available.

The consensus of Members was to proceed with the proposals, subject to the full water sampling results highlighting no issues.

Chairman's initials

Scotlands Playing Fields

It was confirmed that a potential location had been identified and that local residents had been consulted and were generally supportive of the proposal. It was stated that planning permission had been approved for the change of use of the area and the work will now proceed accordingly once the developer had successfully altered their Section 106 agreement.

It was stated that the only organisation to express reservations regarding the proposal was the bowls club who had indicated that they were nervous regarding the increase in youth activity in the area. Consequently, it was recommended that security improvements be made to the bowls club and the entrance area to the site.

Councillor J Legrys expressed his thanks to everyone involved and stated that he was surprised that the public consultation responses had been so positive.

Draft 2015/16 Projects

Shrubbery Works

The Leisure Services Team Manager confirmed that the County Council had no objection to the District Council maintaining the shrubs at Phoenix Green, Bardon Road and Ashby Road on an ongoing basis.

Before the ongoing maintenance commenced, it was recommended that an initial one off improvement be funded in order to bring the areas up to a good standard. The initial works would cost £2,114 and there was a possibility that 50% of the total could be funded by the District Council's environmental improvement grant scheme that had recently been approved by Cabinet. It was confirmed that the cost of the ongoing maintenance would be approximately £13,000 per annum.

Councillor M B Wyatt stated that he was not convinced with the proposal and that it appeared to him that District Council money would be used to maintain County Council land.

Councillor J Legrys asked if any land that was owned by the County Council was already maintained by the District Council. The Head of Community Services responded that Memorial Square, Marlborough Square and the High Street were all maintained by the District Council under agreement with the County Council.

Councillor J Legrys enquired whether, in the event of the Working Party not agreeing to fund the maintenance, there was a risk that the County Council would no longer fulfil their responsibility to maintain the areas concerned. The Head of Community Services reassured Members that the County Council would continue to maintain the sites in some capacity. However, he indicated that the County Council were looking to reduce maintenance costs and, as such, there was a possibility that they could move to a reactive system whereby the areas were only maintained when absolutely necessary.

Councillor J Legrys suggested that the Working Party found themselves in an unenviable position in that the maintenance either had to be financed or the look of the town would suffer. He added that the failure to tackle the shrubbery could see pedestrian safety compromised.

The Head of Community Services stated that the County Council would maintain the areas only twice a year. He indicated that Members had to ascertain whether they wanted

Chairman's initials

to fund the maintenance in order to ensure that the local area was maintained to a higher standard.

Councillor M B Wyatt raised concerns regarding the annual cost of maintaining the areas. He suggested that revenue could be raised from advertising on these sites. The Head of Community Services confirmed that he would explore this possibility further and report back to Members.

Councillor J Legrys stated that local residents ought to be properly consulted before a decision is made. He stated that those that pay the precept should ultimately decide whether they wanted to cover the costs.

Councillor N Clarke endorsed the proposal to spend £2,114 in order to fund the initial works that would bring the areas back to a reasonable standard. He stated that it was a public highway safety issue, as cars could not see around hedges at junctions. However, he stressed that further debate was required before a decision on assuming responsibility for the ongoing maintenance could be made.

The consensus of Members was to fund the cost of the initial works to bring the areas back to a good standard.

Grass Verges

The Leisure Services Team Manager informed Members that the County Council had invited Parish Councils to undertake the mowing of grass verges within their areas. This offer also extended to the unparished Coalville Urban Area via the District Council.

It was confirmed that the County Council would contribute an amount that covered five cuts per annum. It was stated that the District Council were currently considering whether to take up the offer from the County Council, should the Parishes decide not to. As such, costings were being prepared by the District Council for undertaking the work on the basis of maintaining seven cuts per year. It had been proposed that the cost of the two additional cuts be covered jointly between the District and Parish Councils. Consequently, the proposal would require a level of funding from the Coalville Special Expenses fund.

Councillor J Geary stated that this proposal would solely benefit the County Council, as they would save money whilst the costs for the District and Parish Councils would increase.

Councillor M B Wyatt stated that he fully supported the proposals as it would undoubtedly improve the look of the area. He went on to state that he believed the District Council's approach would be far superior to that of the County Council. He enquired whether the District Council would take a flexible approach to grass cutting. He suggested that in prolonged dry periods, the grass should not be cut for the sake of it. The Leisure Services Team Manager responded that the District Council would take full control and that flexibility would therefore be significantly increased.

Councillor J Legrys sought confirmation that the work would be completed in house and would not be subcontracted at all. The Head of Community Services confirmed that this would be the case.

Councillor N Clarke stated that this was a contentious issue but agreed that bringing the work in house and controlling it would be a good idea.

The consensus of Members was for the Working Party to contribute the cost of an additional cut per annum in order to maintain the current level of seven cuts.

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Warden Presence

The Leisure Services Team Manager stated that usage levels at Cropston Drive Recreation Ground had increased since the installation of the BMX track and wheeled sports facility. It was therefore anticipated that usage would continue to increase as further improvements were made to the area. Similarly, usage levels were also expected to rise at Scotlands Playing Fields and potentially at Lillehammer Drive.

It was stated that the increased usage of these sites would bring associated issues such as litter, security and potentially anti-social behaviour. Consequently, it was recommended that the funding for warden hours in 2015/16 be increased to help alleviate such issues.

Councillor J Geary enquired what hours the wardens would work. The Leisure Services Team Manager confirmed that the wardens generally worked until dusk and consequently worked shorter hours during the winter.

RECOMMENDED THAT:

- a) the remaining balance for the project at Thringstone Miners Social Centre be allocated to obtaining planning permission and diverting the footpath.
- b) work proceed with the proposals at the Urban Forest Park, subject to the results of the full water sampling highlighting no issues.
- c) the one off improvement work to the shrubbery at Phoenix Green, Bardon Road and Ashby Road be funded.
- d) the cost of an additional grass cut per annum be funded by the Coalville Special Expenses Fund, in order to maintain the current level of seven cuts.

14. 2014/15 EVENTS UPDATE

The Head of Community Services presented the report to Members.

He provided Members with an update on each event.

Coalville by the Sea

The event received a strong turnout which was helped by the good weather. It was confirmed that the event was delivered within its £1,500 budget.

Christmas Lights Switch On

It was stated that it had been agreed to combine the lights switch on with the Coalville Town Team's Food and Drink Festival on 22 November. The event would comprise of the Food and Drink Festival during the day and the lights switch on from late afternoon.

The lights switch on would include a snow cannon and a fireworks display. It was confirmed that a laser light show had been investigated, however the costs had proved to be prohibitive. It was stated that a prominent individual was currently being sought to help the Chairman of the District in switching on the lights. The event would also be the first of five consecutive Saturdays on which town centre parking would be free over the festive period.

Chairman's initials

Councillor J Geary suggested that the Council should approach long distance runner, and local resident, Gemma Steel with regard to helping switch on the Christmas Lights. The Head of Community Services responded that he would enquire about her availability.

Draft 2015/16 Events Programme

The Head of Community Services outlined to Members the draft events programme for 2015/16. It was stated that Councillor M B Wyatt had proposed holding a Proms in the Park event on the Saturday evening prior to the Picnic in the Park. The event would utilise the infrastructure that would already be in place for the following day and would therefore be a cost effective way of delivering an additional community event. It was stated that an indicative budget of £2,000 would be requested if Members supported the proposal.

Councillor M B Wyatt stated that he had been approached by several local residents who had expressed disappointment that the community events that are currently organised mainly catered for younger individuals. He stated that organising a Proms in the Park would help to resolve this issue.

The consensus of Members was unanimously in favour of organising a Proms in the Park event in 2015.

RECOMMENDED THAT:

a Proms in the Park event be organised on the Saturday evening prior to the 2015 Picnic in the Park.

15. PERIOD 5 ACTUAL AND 14/15 FORECAST OUT TURN

The Head of Community Services presented the report to Members.

It was stated that the period five position projected an under spending, with a contribution to balances of approximately £6,609, leading to an end of year projection of balances of £87,681. The main contributions to the under spending included an increase in burial and monument income and a backdated rates refund for Thringstone Bowls Club.

Members were informed that the 2015/16 revenue budgets were being drafted and several items were being considered and costed including the ongoing maintenance of County Council verges, an increased warden presence at several locations, a contribution to the urban grass cutting programme and an annual Saturday evening community event prior to Picnic in the Park.

Councillor M B Wyatt stated that several litter bins in the Working Party's area were too small and that consideration should be given to funding the installation of larger bins in these areas. He cited the litter bin on Long Lane as a prominent example of a bin that was constantly full.

The Head of Community Services stated that there had been several examples of litter bins being used for commercial and household waste and that this had contributed significantly to the issue.

Councillor M B Wyatt stated that he opposed the commitment to spend some of the balances on Coalville Market. The Head of Community Services confirmed that this commitment had been agreed at July's meeting of the Working Party and had been agreed by Cabinet.

RESOLVED THAT:

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the Working Party notes the report.

16. DATES OF FUTURE MEETINGS

Members noted the dates of the future meetings.

The next meeting will be on Tuesday, 16 December 2014 at 6.30pm in the Board Room.

The meeting commenced at 4.30 pm

Councillor J Legrys left the meeting at 5.30pm

The Chairman closed the meeting at 5.42 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 16 DECEMBER 2014**

Title of report	CAPITAL PROJECTS UPDATE
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Leisure Services Team Manager 01530 454602 jason.knight@nwleicestershire.gov.uk
Purpose of report	To update members with regards to planned Capital Projects within the Coalville Special Expenses Area
Recommendations	THAT THE WORKING PARTY 1) NOTES THE PROGRESS ON 2014/15 CAPITAL PROJECTS AND COMMENTS ON OFFICER RECOMMENDATIONS 2) COMMENTS ON THE DRAFT CAPITAL/REVENUE PROJECTS/WORKS FOR 2015/16

1.0 2014/15 CAPITAL PROJECTS UPDATE**1.1 Coalville Park Improvements**

Members of the Working Party have visited Coalville Park to view the proposed site for the Peace Garden. The area was identified as being suitable and further suggestions were made regarding its design. Officers will now liaise with other key stakeholders such as the Royal British Legion, before finalising the design and costings and liaising with Members further. It is anticipated the work will be undertaken in the spring.

1.2 Owen Street Recreation Ground**1.2.1 Electricity Upgrade – Total Project Cost £25,000, Balance £779**

Despite Edmondsons Electrical and an installation contractor visiting the site in August, officers have still not yet received proposals and costs. Consequently, Durasport, the company that won the tender for the installation of the 3G pitch at Hermitage Recreation Ground, have been asked to supply proposals and quotes that will future proof the lux levels for at least 2 promotions. It should be noted there is no allocated resource to undertake these works at present.

1.2.2 Changing Room Development – £115,379 (£30,379 S106, £85,000 CSE)

The long term lease has been agreed between NWLDC and Coalville Town Football Club (CTFC) and the club have indicated that it is their intention to set up as a Company Limited by Shares. Consequently, NWLDC officers are currently confirming with both the Football Stadia Improvement Fund (FSIF) and the Football Association that this governance structure is suitable for the club, and that it will not impact on their ability to source funding for the changing room project.

Once signed, the long term lease will allow the club to apply to the FSIF for match funding for a new changing room pavilion. The application process has commenced with support from NWLDC officers. The club have developed an initial design which has built into it an element of future proofing. This includes an additional turnstile, external toilets, an external catering outlet, and the flexibility to segregate home and away fans. This design has been approved by the FSIF, NWLDC Building Control and NWLDC's Asset Management Group.

The football club have commenced the procurement process for the new pavilion. In line with the requirements of the FSIF and as requested by the Coalville Special Expenses Working Party, specifications of work were sent out to 3 building contractors and they quoted against the existing planning drawings, including all materials and finishes. Consequently, a preferred contractor has now been identified. The form of contract will be a JCT (Joints Contract Tribunal) Design and Build contract which places emphasis on the contractor to complete the detail of the design within the cost they have quoted, therefore reducing the risk of additional costs being incurred during the project.

£115,000 is committed to the project from NWLDC and the additional amount required to make up 50% of the cost will be funded by the football club. A financial agreement is currently being developed by Legal Services that will clearly set out NWLDC's expectations and requirements to CTFC, as well as financially protecting the Council as far as is reasonable practicable.

The long-term lease will mean that the current Management Committee for the pavilion will be disbanded as the club will automatically take full responsibility for the asset. However, the club can then put in place any governance structure it feels appropriate for the future management of the whole site. They have advised that they would like to maintain the relationship they have with NWLDC and would therefore like to continue to have Member representation as part of their management structure. Officers have requested that CTFC formally request this in writing so that the meetings can be added to the Council's list of meetings that require Member representation and Members can appropriately be allocated to this body on an annual basis.

1.3 **Thringstone Miners Social Centre – £4,913**

A meeting of the Trustee's of Thringstone Miners Social Centre has been arranged for Thursday 4 December. At this meeting, the Trustee's will commence the application process to obtain approval for both a footpath diversion and a planning application for converting the former Clover Place play area into a training pitch. As agreed by Members at the last meeting of the Working Party, the costs of these applications will be funded by the outstanding £4,913 allocated to the project.

The total costs of the project are estimated at approximately £45-50,000 dependent upon the exact size of the pitch. This is broken down into the following:-

- | | |
|--|------------|
| • Planning permission and footpath diversion | £6,000 |
| • Fencing | £9,000 |
| • Surface works and seeding | £30-35,000 |

It is unlikely that any external funding could be sourced towards the project without the relevant planning permissions in place to be able to deliver it. Consequently the project will be delivered in 3 phases:-

- Phase 1 - Obtain planning permission and divert the footpath
- Phase 2 - Erect fencing to secure the area
- Phase 3 - Undertake surface works

Officers will continue working with the Trustee's to try and secure further funding to deliver phase 2 and phase 3 of the project.

1.4 **Cropston Drive BMX Track and Wheeled Sports Facility – £42,694 (£25,194 S106, £7,500 CSE, £10,000 515), Balance £10,033**

Following completion of the BMX track, the area has been tidied and more regular patrols are being undertaken by the Parks Warden team to ensure standards are maintained. A fire retardant bin has been located at the site, and grass seeding of bare areas will be undertaken in spring.

Approval has been given by the Housing Section to undertake work to the hedge line that prevents visibility from Cropston Drive, and officers are now working up designs to further improve the area which will include improved fencing at the entrance and by the football pitches, grounds maintenance work to include shrub removal, hedge height reduction, additional tree planting, resurfacing of the hard standing area, and removal of part of the hedge line. Proposals will be brought to the next meeting of the Working Party.

1.5 **Urban Forest Park, Coalville
Footway and Drainage Improvements – £38,791 S106**

Footpath and drainage improvement proposals have been designed and were approved by Members at the last meeting of the Working Party. The gas monitoring contractors have confirmed that the nature and type of work would not have any detrimental impact on gas emissions.

Water sampling has been undertaken and following recommendations by the contractor, an additional sample of water and soil has been taken for further analysis. When results of these samples have been received, Members will be notified of any issues and measures required to mitigate against them prior to any work commencing.

1.6 **Scotlands Playing Fields**

A potential location has been identified for the relocation of the Lillehammer Drive Multi-Use Games Area (MUGA) and local residents have been consulted on the recommendation. Planning consent has been given for the change in use to the area where the MUGA is currently sited and NWLDC's Legal Services team are currently liaising with Barratt's to agree a variation to the Section 106 agreement. Further consultation will be undertaken in due course and any proposals brought back for members consideration.

2.0 DRAFT 2015/16 CAPITAL/REVENUE PROJECTS

2.1 **Scotlands Playing Fields**

Once the transfer of the Lillehammer MUGA has been approved, officers will consider the various security and site infrastructure improvements required to develop the area into a playhub and will present proposals and costings back to the Working Party for consideration.

2.2 **Cropston Drive**

It is anticipated that officers will be in a position to present back at the meeting proposals and indicative costings for the further improvement of the area.

2.3 **Shrubbery Works**

A funding application has been submitted to the NWLDC Environmental Improvement Grant scheme to undertake one-off works in order to improve the shrubbery at Phoenix Green and on Bardon and Ashby Roads. The total cost of the works is £2,114, 50% of which will be funded if the bid is successful (£1,057). Officers have met with Leicestershire County Council (LCC) who currently carry out the ongoing maintenance and they have advised that they have no objection to the work being undertaken and that they will also revise their maintenance schedule to allow for the works to be delivered.

If NWLDC with the agreement of LCC took over the ongoing maintenance of these areas it would cost approximately £13,500 per annum. However, there may be a consideration to undertake works in between LCC visits ie twice per annum at an approximate cost of £4,000 per annum.

2.4 **Urban Grass Cutting**

Following the last meeting of the Working Party, LCC have withdrawn the offer for NWLDC to undertake the mowing of grass verges within the District on behalf of LCC and in partnership with the Parish Council's. Whilst the offer still stands to Parish Council's alone, it is not extended to the District Council to cover the Coalville Special Expense area. Consequently LCC will continue cutting this at a frequency of 5 times per annum in 2015/16.

2.5 **Warden Presence**

Usage levels at Cropston Drive Recreation Ground have increased since the installation of the BMX track wheeled sports facility. It is anticipated that usage will continue to increase as further improvements are made to the area. Similarly, it is anticipated that usage levels will also increase at Scotlands Playing Fields if a MUGA and other equipment is installed in the future. In addition to this, there is the potential for an increased presence at Lillehammer Drive.

In order to address the associated issues of litter, security and potential ant-social behaviour that increased usage will bring, officers are currently developing proposals to increase warden hours in these areas that will help alleviate such issues. It is proposed to build in additional warden hours in 15/16 and review this again for 16/17. An indicative cost will be presented at the meeting.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 16 DECEMBER 2014**

Title of report	EVENTS UPDATE
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Cultural Services Team Manager 01530 454601 goff.lewis@nwleicestershire.gov.uk
Purpose of report	To update members with regards to 2014/15 events funded within the Coalville Special Expenses Area
Recommendations	THAT THE WORKING PARTY NOTES THE UPDATE ON 2014/15 AND PROVISIONAL 2015/16 EVENTS

1.0 2014/15 EVENT PROGRAMME FOR COALVILLE

1.1 The following events have been delivered in Quarter 3 (October/November/December)

Coalville Food and Drink Festival and Christmas Lights Switch-on

The Council's Christmas event was combined (for the first time) with the Town Team's Food and Drink Festival on 22 November. This event encompassed Coalville Town Team Food and Drink Festival during the day and the Council's Christmas Light Switch On event outside Coalville Market from early afternoon.

A day of food, drink and entertainment and even a world record attempt (co-ordinated by Churches Together) began Coalville's official festivities. Santa's Grotto and real reindeer were positioned on the new paved area at the entrance to the Market Hall and over 300 children visited Santa throughout the afternoon. Britain's Got Talent stars Kieran and Sarah rounded off an afternoon of live entertainment, which was organised by Hermitage FM. Approximately 3,000 people turned out to watch the Switch-on and Firework finale.

Customer feedback was invited via the Councils social networking twitter account and some of the comments are listed below:

- *Great effort by all involved – brilliant*
- *We think the entire day was a great success and a fun day for all the family. Amazing to see Coalville so busy and many happy faces*
- *Nice , excellent. Best yet*
- *Lots of messages arriving at Hermitage FM saying event was fantastic*

Paul Tallett, Director of Coalville Town Team said "I'm proud that we have been able to put on an event which would rival that put on by a city centre. It was a fantastic day, which I'm sure succeeded in putting everyone in the Christmas spirit". In another letter to Coalville Times on 5/12/14 Paul stated that both events complimented each other perfectly.

Other suggestions received for next year's event included;

- condensing the firework display ie shorter but higher impact
- utilise a larger stage with better speaker amplification
- more Christmas Lights in and around the area ie Market building and/or adjacent tree line

Free car parking in both Coalville and Ashby started on this date and will run until 20 December 2014. (The same number of Saturdays as in the 2013 Christmas trading period) but it started a week earlier to include the Coalville event. (Ashby Christmas event took place on Saturday 29 November).

1.2 Coalville Christmas Decorations

The annual Christmas Lights contract for 2014/15 was budgeted at £12,500 which includes testing, minor repairs, energy consumption, storage, erection/removal of decorations.

An additional £2,500 is required from balances in 2014/15 to remove all pea/festoon lighting from all the trees in High Street (as they have been insitu for a number of years). The current contract ends in March 2015, after which the Council will be undertaking a new procurement process for Christmas decoration work from 2015 onwards. A budget figure of £15,500 has been included to reflect potential increased costs from the procurement process.

1.3 Proposed 2015 Coalville Specials Events Programme

- Sunday 21 or 28 June 2015

Picnic in the Park Provisional Budget £11,000 (to include a Proms in the Park concert on Saturday evening prior to Picnic in the Park, extra budget of £2,000 to be funded from balances)

- Friday 7 August 2015

Coalville by the Sea Provisional Budget £1,700

- Saturday 21 November 2015

Christmas in Coalville Provisional Budget £8,000

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 16 DECEMBER 2014**

Title of report	PERIOD 7 ACTUAL AND 2014/15 FORECAST OUT TURN
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Head of Finance 01530 454520 ray.bowmer@nwleicestershire.gov.uk
Purpose of report	To inform the Coalville Special Expenses Working Party of the Period 7 actual and 14/15 forecast out turn
Recommendations	THAT THE WORKING PARTY 1) NOTES THE PERIOD 7 POSITION 2) CONSIDER SUPPORTING AN ALLOCATION FROM BALANCES AS LISTED AT 4.2

1.0 REVENUE 2014/15

- 1.1 The Period 7 position is projecting an under spending, with a contribution to balances of approximately £6,560 (See Appendix 1) leading to an end of year projection of balances of £87,632.

The main contributors to the under spending include:

- a) Broomleys Cemetery – increase in burial & monument income of £18,600
- b) Parks & Recreation grounds – backdated NNDR refund for Thringstone Bowls Club of £6,700

2.0 REVENUE 2015/16

- 2.1 The 2015/16 Revenue budgets are now being drafted and the most up to date version will be presented at the meeting. However, the following items are being considered and costed for potential inclusion;

- On-going or ad-hoc (ie twice a year) maintenance of LCC verge shrubs/bushes and open spaces along Ashby Road, Bardon Road and Phoenix Green areas as discussed at last meeting.
- Increased warden presence for Lillehammer Drive play area, Scotlands Recreation Ground and Cropston Drive Play Area following recent and potential play area improvements.

3.0 CAPITAL SCHEMES FUNDING

3.1 The capital schemes and breakdown of funding can be seen at Appendix 2.

4.0 USE OF BALANCES

4.1 Cabinet agreed the minutes of the last CSEWP meeting at its meeting 18 November 2014 and the commitments from balances continue to include the following with indicative costings only;

- Peace Garden in Coalville Park (£7,000)
- Laser lights for Christmas Lights Switch On event (£1,000)
- Neon signage for Coalville Market (£3,000)
- Proms in the Park 2015 (£2,000)

4.2 Officers recommend that the Working Party considers the following area for one-off investment from balances as covered in the Capital report;

- Site infrastructure improvements to Cropston Drive Play Area

APPENDIX 1

COALVILLE SPECIAL EXPENSES 14/15 - PERIOD 7 ACTUALS & FORECASTED OUTTURN

	2014/15		
	Original Estimate	Actuals & Commitments as at 02.11.14	Forecasted Outturn
	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	274,500	153,252	278,560 ¹
Broomley's Cemetery	22,960	1,944	4,362
One Off Grants	3,000	2,000	3,000
Coalville Events	40,700	35,575	44,172 ²
Coalville Market - neon signage	0	0	3,000 ³
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	341,160	192,771	333,094
Service Management recharges	80,690	47,069	80,690
ANNUAL RECURRING EXPENDITURE	421,850	239,840	413,784
FUNDED BY:			
Use of Reserves	1,506	-	-6,560
Precept	358,373	-	358,373
Localisation of Council Tax Support Grant	61,971	-	61,971
	421,850	0	413,784
BALANCES 1st APRIL	58,876	81,072	81,072
CONTRIBUTION FROM/TO RESERVE	-1,506	0	6,560
BALANCES 31st MARCH	57,370	81,072	87,632

2014/15

- At the end of period 7 the Coalville Special expense outturn figures are forecasted to be underspent, with a contribution to balances of £6,560.

The reasons for this are:

- Broomleys Cemetery - increased burial & monument income £18.6k.
- Parks & Rec grounds - backdated NNDR refund for Thringstone Bowls Club £6.7k.

- Approved items included in above figures and to be funded from balances (estimated costs)

- Peace Garden in Coalville Park £7k.
One off shrub work at Phoenix Green, Bardon Rd, Ashby Rd £1k (assumed 50% contr from environmental improvement grant)
- Repair/refurbish existing Christmas Lights £1k.
Christmas decorations (pea/festoon lighting) additional cost for removal, checking and storage £2.5k.
- Neon signage for Coalville Market £3k.

<u>OTHER CV SPECIAL EXPENSE RESERVES</u>	Balances 01.04.14	Contributions 14/15	Actual & Committed Exp 14/15	Balance as at 02.11.14
	£	£	£	£
<u>ASSET PROTECTION RESERVES</u>				
CV MEMORIALS - MAJOR REPAIRS/VANDALISM	2,928	0	2,928	0
CEMETERY/RECREATION GROUND	27,502	9,000	8,552	27,950
S106 PLAY AREA/OPEN SPACE MTCE (committed for future years)	9,175	0	2,294	6,881
	39,605	9,000	13,774	34,831

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APPENDIX 2

COALVILLE SPECIAL EXPENSES 14/15 CAPITAL SCHEMES - PERIOD 7 ACTUALS

	Original Estimate	Actual Expenditure	Commitments	Balance 02.11.14
	£	£	£	£
FUNDING				
Balance b/fwd 01.04.14 (Asset Protection Fund)	115,286.67			
Asset Protection Contribution 2014/15	5,527.73			
Revenue Contribution to Capital Schemes	-			
S106 Funding:				
Cropston Drive BMX Track	25,193.64			
Coalville Park	862.39			
Urban Forest Park (5th play station)	7,979.89			
Urban Forest Park (footway & drainage imp)	30,810.86			
Owen Street - Changing room development	30,379.42			
515 Funding:				
Cropston Drive BMX Track	10,000.00			
TOTAL FUNDING	226,040.60			
CAPITAL PROGRAMME				
Broomleys Allotments	557.59	500.00	-	-
Scotlands Rec Grd - Pavilion/Changing rooms	10,000.00	12,695.60	-	-
Owen Street - Floodlights upgrade	778.93	-	-	778.93
Owen Street - Changing room development (£85k APF)	115,379.42	-	-	115,379.42
Melrose Rd Play Hub	1,987.87	4,820.00	-	-
Cropston Drive BMX track (£7.5k APF)	42,693.64	5,160.15	30,000.00	7,533.49
Thringstone Miners Social centre	4,913.35	-	-	4,913.35
Urban Forest Park - Footway & Drainage improvements	30,810.86	-	-	30,810.86
C/V Park - Improvements	862.39	519.75	-	-
Urban Forest Park - 5th play station	7,979.89	-	-	7,979.89
TOTAL EXPENDITURE	215,963.94	23,695.50	30,000.00	167,395.94
UNALLOCATED BALANCE (includes £342.64 of S106 FUNDING)				4,949.16

* Additional expenditure funded by 14/15 asset protection contribution.

** Scheme completed

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