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| Meeting            | <b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b> |
| Time/Day/Date      | 6.30 pm on Thursday, 9 July 2015                |
| Location           | Council Chamber, Council Offices, Coalville     |
| Officer to contact | Member 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**

| <b>Item</b>  | <b>Pages</b>   |
|--|----------------|
| <b>1. APPOINTMENT OF CHAIRMAN FOR ENSUING YEAR</b>   |                |
| <b>2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR</b>  |                |
| <b>3. APOLOGIES FOR ABSENCE</b>  |                |
| <b>4. DECLARATIONS OF INTEREST</b>   |                |
| 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. |                |
| <b>5. MINUTES OF THE PREVIOUS MEETING</b>  |                |
| To confirm the minutes of the meeting held on 21 April 2015.   | <b>3 - 10</b>  |
| <b>6. CAPITAL PROJECTS UPDATE</b>  |                |
| Report of the Leisure Services Team Manager  | <b>11 - 14</b> |



**7. 2015/16 EVENTS UPDATE**

Report of the Cultural Services Team Manager

**15 - 16**

**8. COALVILLE SPECIAL EXPENSES 14/15 OUT TURN**

Report of the Head of Community Services

**17 - 22**

**9. DATES OF FUTURE MEETINGS**

Tuesday, 13 October 2015  
Tuesday, 15 December 2015  
Tuesday, 19 April 2016

Circulation:

Councillor R Adams  
Councillor N Clarke  
Councillor J Cotterill  
Councillor D Everitt  
Councillor J Geary  
Councillor J Legrys  
Councillor P Purver  
Councillor M Specht  
Councillor M B Wyatt

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on TUESDAY, 21 APRIL 2015

Present: Councillor R Johnson (Chairman)

Councillors R Adams, N Clarke, D Everitt, J Geary, J Legrys, M Specht, L Spence and M B Wyatt

Officers: Mr G Lewis, Mr J Richardson, Mr I Gowdridge and Mrs R Wallace

## **24. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor P Clayfield.

## **25. DECLARATIONS OF INTEREST**

Councillors J Geary, R Johnson and L Spence declared a disclosable non pecuniary interest in item 5 – Capital Projects Update, as regular supporters of Coalville Town Football Club.

Councillor J Legrys declared a disclosable non pecuniary interest in Item 4 – 2015/16 Events Update due to his involvement with Hermitage FM.

Councillor M Wyatt declared a disclosable non pecuniary interest in item 5 – Capital Projects Update, as a local business owner.

## **26. MINUTES OF THE PREVIOUS MEETING**

Consideration was given to the minutes of the meeting held on 16 December 2014.

Councillor J Geary referred to a conversation that had not been included in the minutes regarding a visit to the Broomleys allotments. It was proposed that a visit be organised before the next meeting but unfortunately this had not been arranged. Councillor M B Wyatt reported that the gentleman who was the contact at the allotments had been in hospital which had caused a delay in the visit. The Head of Community Services confirmed that a visit would be arranged and it would be open to all Members.

RESOLVED THAT:

The minutes of the meeting held on 16 December 2014 be approved.

## **27. 2015/16 EVENTS UPDATE**

The Cultural Services Team Manager presented the report to Members.

He provided Members with an update on each event.

Picnic in the Park and Proms in the Park – 27 and 28 June

Members were referred to the activities planned for the events as highlighted within the report. He reported that following a meeting with the Coalville Specials Events Group on 25 February, it was suggested that an additional £1,000 to cover infrastructure costs in delivering the new Proms in the Park event, and £500 for improved signage to promote both events be requested. All Members were happy with this request.

Coalville Summer Fest 2015 – 27 June

Chairman's initials

The Coalville Town team were delivering the event which would be held at the Belvoir Shopping Centre. A further meeting on 28 April was being held to discuss the contents of the event.

#### Coaville by the Sea - 8 August

Following the success of last year's Coalville by the Sea, a similar event had been organised for families on the open spaced grassed area at Needhams Walk. Although this area was an excellent, popular and safe venue for families, the newly developed forecourt and event area outside Coalville Market could also be considered as an alternative location. Members were asked for their views.

Councillor J Legrys felt that Needhams Walk would be a more appropriate venue as it was more secure and comfortable for families. All Members agreed.

#### Christmas Lights Switch on Event – 21 November

The 2014 Christmas Light Switch on event was combined with the Coalville Town Team Food and Drink event with both organisations benefiting from the merger, therefore the format would be repeated for 2015.

Councillor M B Wyatt reiterated his comments from the previous meeting regarding combining the two events and the impact it had on the local businesses. He explained that local businesses needed the two separate events as it brought in trade to the area. The Head of Community Services explained that the issue was discussed at the last meeting and it was agreed by Members that the event would remain combined as one. Councillor M B Wyatt commented that this would contribute to the ongoing demise of Coalville. The Chairman strongly disagreed and believed that Councillor M B Wyatt was being discourteous to the Members of the Working Party.

#### Coalville Christmas Decorations

The 2015/16 budget for the Coalville Christmas decorations was £15,500 which included testing, repairs, licence, energy consumption, storage, erection and removal of current decorations. A tender process was currently underway for the Coalville Christmas decoration contract and Members would be updated further at the next meeting.

In response to a question from Councillor L Spence, the Cultural Services Team Manager agreed that a breakdown of the tender could be available once the process had been completed.

The Cultural Services Team Manager thanked Julia Harley and Angela Bexton for their hard work on the events throughout the year, Members concurred.

#### RESOLVED THAT:

The progress update on the 2015/16 events be noted.

#### RECOMMENDED THAT:

The additional sum of £1,500 from Coalville Special Expense balances be allocated to support signage and infrastructure for Proms in the Park/Picnic in the Park weekend as recommended by the Events Sub Group.

Chairman's initials

## 28. CAPITAL PROJECTS UPDATE

The Head of Community Services presented the report to Members and welcomed Ian Gowdridge, Grounds Maintenance Team Leader to the meeting.

### Coalville Park Improvements – Peace Garden

Following the visit to the site, further consultations had taken place with stakeholders and plans had been refined further. The final plans were on display at the meeting for Members information. The Head of Community Services reminded Members of the additional requests for the garden that were made during the visit to the site and recommended that an additional £1,000 be allocated to make it possible. All Members agreed.

Councillor J Legrys congratulated everyone who had been involved with the development of the peace garden as it had been a pleasure and he was very pleased with the result. The Grounds Maintenance Team Leader thanked his team for their hard work on the project.

### Owen Street Recreation Ground

There was still no progress with proposals and costings to future proof the lux levels of floodlights but officers were hopeful that options would be available for the next meeting. In response to a question from Councillor L Spence, the Head of Community Services explained that it was more difficult to acquire a contractor for the floodlights as it required a specific expertise.

An application had been made to the Land Registry for the Council to gain formal access over of the access road to the changing rooms and this had subsequently been approved.

A funding application to the Football Stadia Improvement Fund for a new changing pavilion had been submitted and if the application was successful it was possible that conditions would be attached to the grant award. Any conditions attached to the funding would be considered by officers in liaison with the club and the Football Stadia Improvement Fund if necessary before any building work commenced. Since the report had been written, the panel had considered the application and it had been approved.

As requested Officers had considered a reduction in size to the trees that lined the entrance drive to the recreation ground which were covered by a Tree Preservation Order. In liaison with the NWLDC's Tree Officer, it was agreed that a 25 per cent reduction would be satisfactory and planning permission had been granted. Members agreed to recommend to Cabinet the sum of £1,800 to undertake the works.

### Thringstone Miners Social Centre

Thringstone Miners Social Centre Trustees were still working with officers to identify potential sources of funding to be able to convert the former Clover Place play area into a training pitch. There had been no progress since the last meeting.

Councillor J Legrys reminded officers that diverting the footpath as part of phase one of the project would require permission as it was a regulated footpath. The Head of Community Services confirmed that he was aware.

Councillor L Spence explained that there were two footpaths in the area and residents were concerned about possible anti social behaviour, therefore he asked that residents be

Chairman's initials

consulted. The Head of Community Services confirmed that consultations would take place.

#### Cropston Drive BMX Track and Wheeled Sports Facility

The area had now been tidied and grass seeds had been planted on the bare areas. Approval had been granted by the Housing Section to undertake work to the hedge line that prevented visibility from Cropston Drive and officers had developed designs to create a gateway to the site by significantly improving the piece of land owned by the Housing Section that sat between the road and the recreation ground. The proposals were on display at the meeting.

Councillor M B Wyatt expressed concerns regarding the proposals for the piece of land as it had been put aside by Cabinet many years ago for new social housing which was desperately needed in the area. The Head of Community Services stated that he would discuss the status of the land with the Housing Service.

Councillor J Legrys asked for some clarification on the status of the project. The Head of Community Services explained that progress was being made on the basketball court, the boundary fencing adjacent to the bookmakers and the hedge line. The frontage would not commence until discussions had been had with the Housing Section.

Councillor M Specht requested that no work be undertaken on the hedgerows until after the nesting season. The Head of Community Services confirmed that it would be taken into account and work would not be undertaken until the nesting season had finished.

#### Urban Forest Park, Coalville

Orders had been placed to undertake the work previously approved by Members and it was anticipated that the work would be delivered during spring and early summer. Plans of the improvements were on display at the meeting for information.

#### Scotlands Playing Fields

A location had been identified for the relocation of the Lillehammer Drive Multi-Use Games Area, local residents had been consulted and planning consent had been given for the change of use for the current site. Legal Services were currently finalising the Deed of Variation for the Section 106 Agreement with Barratts. Local residents would also be updated when firm plans were available regarding the relocation of the Multi Use Games Area. Members would be updated at the next meeting. Councillor J Geary asked that Ward Members also be kept updated as well as the local residents.

In response to a question from Councillor M Specht, the Head of Community Services confirmed that the area would remain as public open space.

Councillor J Legrys reported that the planning application for Lillehammer Drive contained lots of detail regarding the plans for the site. He stated that the site was still fenced off but it was hoped that the Multi-Use Games Area would be moved before the school holidays.

#### Highway Verge Improvements

All originally planned one-off improvement works to Phoenix Green, Bardon Road and Ashby Road had been completed. However, further one-off improvement works have been identified and would improve the visual appearance of the areas further as well as

reducing the amount of ongoing works required to maintain them. Members agreed a sum of £1,443 to undertake the further improvement works.

Councillor M B Wyatt thanked officers for the really good job that was undertaken on Broomleys corner. He also inquired about the trees that residents had asked to be planted on Bardon Road. The Head of Community Services agreed to discuss the matter with Leicestershire County Council.

Councillor J Legrys commented that sections of fencing were damaged at Phoenix Green and although Leicestershire County Council agreed to repair it nothing had been done, he asked if the District Council could do anything. The Grounds Maintenance Team Leader agreed to look into it. Councillor J Legrys added that he was pleased with the work that had been undertaken.

#### Warden Presence

The additional 16 hours of warden presence previously agreed by Members was currently being recruited to and would be focussed on Cropston Drive, Scotlands, Lillehammer and Adam Morris Way. Staples Drive Play Area had been formally transferred to the Council and would also be built into warden and maintenance rotas.

Councillor M Specht commented that the trees at Staples Drive Play Area were being well looked after and looked much better.

#### Thringstone Bowls Club

Officers had been approached by Thringstone Bowls Club to support the building of a new toilet block as the club had grown over the years and the current facilities were not suitable. The club had already secured 90 percent funding from Biffa and have requested the final 10 percent, which is the sum of £2,500, from the Council. Plans for the development were available to view at the meeting.

In response to a question from Councillor M Specht, the Ground Maintenance Team Leader confirmed that there would be an increase of six toilets.

Councillor L Spence commented that the Council actively supported Thringstone Bowls Club and it had really transformed over the years as young people had been encouraged to take part.

Councillor M B Wyatt asked if the Bowls club were funding any of the project. Councillor L Spence confirmed that the club did not have a great deal of reserves so it was unlikely that they were contributing. Councillor M B Wyatt felt that the club should put forward 5 percent of the funding and the Council could match fund the final 5 percent. Councillor D Everitt commented that the club had already invested a lot as the club had improved considerably during recent years.

Councillor M Specht commented that fund raising events had been held in the village and the club had just received funding for equipment recently with help from the Parish. He was happy with the proposed 10 percent contribution to the club. The majority of Members were also in agreement.

Councillor M B Wyatt commented that it was always good for organisations to raise their own funds instead of relying on others. Councillor L Spence agreed but explained that in this case, the clubs resources had been put to other uses, for example going into schools to encourage younger people to take part in the sport.

## Memorial Trees

A request has been received from Members for officers to consider planting trees in various locations throughout the Coalville area in the run up to 2018 in memory of the end of World War one and of everyone who lost their lives during the war. It was understood that a number of poplar trees were planted in the past to commemorate World War one and following a meeting with officers it was agreed that Members would obtain further information regarding where the original trees were planted. Officers would then develop the project further.

Councillor J Legrys reported that he was unsure as to which trees had been planted to represent the fallen but it was being looked into by Mike Kendrick. Members then had a discussion as to the different types of trees that could be planted.

### RESOLVED THAT:

The progress update on 2015/16 Capital Projects be noted.

### RECOMMENDED THAT:

- a) The sum of £1,800 be allocated from balances to undertake height reduction work to trees at Owen Street.
- b) The sum of £1,443 be allocated from balances to undertake further one off improvements to Bardon Road, Phoenix Green and Ashby Road.
- c) The sum of £2,500 be allocated from unallocated capital as a 10 percent contribution to Thringstone Bowls Club Toilet Project.
- d) The sum of £1,000 be allocated from balances for the peace garden at Coalville Park.

## **29. COALVILLE SPECIAL EXPENSES - PERIOD 11 ACTUAL, 14/15 FORECAST OUTTURN AND 15/16 BUDGET**

The Head of Community Services presented the report to Members.

It was stated that the Period 11 position was projecting an under spending with a contribution to balances of approximately £16,388 leading to an end of year projection of balances of £97,460.

Councillor M Specht took a moment to reflect on the wonderful events over the last four years and congratulated the officers on their hard work as they had put Coalville in good stead.

Councillor L Spence added that he felt Members of the group also deserved some credit as they had put forward some very good ideas.

### RESOLVED THAT:

The Period 11 Position, Forecast Outturn and 2015/16 budget be noted.

## **30. DATES OF FUTURE MEETINGS**

Chairman's initials

Members noted the provisional dates of the future meetings which were to be agreed at Annual Council.

### **31. ANY OTHER BUSINESS**

Councillor R Johnson referred Members to the report he had circulated at the meeting regarding cemetery charges within the District. He was concerned about the differing level of contributions that residents were paying for the same service dependent on where they live. He believed that contributions should all be equal and asked for Members opinions.

The Head of Community Services explained that the costs of running the three cemeteries were roughly the same but each area had a different amount of properties which when displayed as a per household cost showed significant differences.

Councillor M B Wyatt stated that it would be wrong to discuss the issue at the meeting as he felt it should be formally considered at the next meeting as more information was required. Other Members agreed that a full report from officers was needed to discuss this properly.

Councillor J Geary suggested that the issue be considered by the Policy Development Group. The Head of Community Services suggested that discussion be had at the next meeting to decide the best way to address the issue.

Councillor R Johnson thanked the Members for all they had achieved while he had been Chairman of the group. He announced that he was not standing in a ward that fell within the Coalville special expenses area during the upcoming elections and therefore, if re-elected would not be part of the group.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.45 pm

Chairman's initials

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**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL****COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2015**

|                   |  |
|-------------------|--|
| Title of report   | <b>CAPITAL PROJECTS UPDATE</b>   |
| Contacts          | <p>Head of Community Services<br/>01530 454832<br/><a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a></p> <p>Leisure Services Team Manager<br/>01530 454602<br/><a href="mailto:jason.knight@nwleicestershire.gov.uk">jason.knight@nwleicestershire.gov.uk</a></p> |
| Purpose of report | To update members with regards to planned Capital Projects within the Coalville Special Expense Area   |
| Recommendations   | <b>THAT THE WORKING PARTY NOTES THE PROGRESS UPDATE ON 2015/16 CAPITAL PROJECTS</b>  |

**1.0 2015/16 CAPITAL PROJECTS UPDATE****1.1 Coalville Park Improvements – Peace Garden, Budget £7,000**

Following the previous meeting of the group, orders have been placed to have the mosaics and decorative metal panels produced, and the plants and other materials delivered to site. The mosaics and decorative metal panels are scheduled to be completed by the end of August and work will be undertaken during September with a view to being completed well in advance of Remembrance Day in November.

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

As reported at the last meeting, the FA approved lighting contractor Homebrook have visited site. Unlike the previous 3 contractors who also visited site, they have been forthcoming in presenting costed proposals to upgrade the floodlighting lux levels to satisfy the FA's Ground Grading Requirements should Coalville Town Football Club (CTFC) achieve a number of promotions.

CTFC currently play at Step 4 of the non-league pyramid. It should be noted that the existing lux levels would satisfy the ground grading requirements for one promotion upto Step 3. However, the levels would not be suitable for any further promotions following that to either Step 2 or Step 1, which is the Conference League.

Homebrook have presented 2 proposals which offer 3 options for consideration:-

**Option 1 – Total Project Cost approx £17,000**

All existing fittings are replaced with alternative fittings that omit a greater lux level. This would allow for 1 further promotion upto Step 2.

**Option 2 – Total Project Cost approx £22,500**

All existing fittings are replaced as in option 1 with an additional fitting being added to each lighting column. This would allow for 2 further promotions upto Step 1, the Conference.

### **Option 3 – Total Project Cost approx £25,000**

There is a phased approach whereby option 1 is undertaken at a cost of £17,000 and then upgraded to option 2 at a later date at a cost of approximately £8,000.

It should be noted that there is no allocated resource to undertake these works at present. The Football Stadia Improvement Fund (FSIF) offer match funding towards projects aimed at allowing clubs to improve their facilities to gain promotion, but there is a cap of £150,000 for clubs at Step 4, and CTFC have already accessed this full amount from them for the changing room development. Consequently, they wouldn't be able to access any further funding from the FSIF for 5 years or until they reach Step 2 of the pyramid when the capped amount is increased to £250,000.

#### **1.2.2 Changing Room Development – £115,563 (£30,563 S106, £85,000 CSE)**

The funding application that CTFC made to the FSIF for £149,999 was successful, with one condition attached that CTFC could satisfy the FA with regards to their transfer to a club limited by shares.

The long term lease and funding agreement have been signed by both NWLDC and CTFC and as soon as the club have approval from the FA, building of the pavilion can commence. Due to contractor commitments, it is anticipated that building works won't start until August.

As part of the funding agreement, NWLDC Property Services section will act as Clerk of Works for the project and will be responsible for monitoring the build at various stages to ensure compliance to the original proposals submitted and also to periodically release NWLDC funding to cover building costs.

#### **1.2.3 Entrance Tree's – £1,800**

The recommendation from the last Working Party meeting to Cabinet to fund this works has now been approved, as such the work will be undertaken in autumn when there is minimal foliage on the trees.

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

Thringstone Miners Social Centre Trustee's are still working with NWLDC officers to identify potential sources of funding to be able to convert the former Clover Place play area into a training pitch. As agreed by Members of the Working Party, the project has been split into 3 phases with the outstanding £4,913 allocated to the project being earmarked for phase 1.

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

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

Phase 1 has commenced and planning applications will be submitted in due course. In the meantime, 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 the area is being undertaken.

Following the previous meeting of the group where proposals were presented on further improvements, consultation is ongoing with key stakeholders and it is anticipated that any work to be undertaken will be done in autumn.

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

Work has commenced on site with the installation of the boardwalk. A third quote is currently being obtained for the drainage and pathway works presented at the last meeting of the group, and it is anticipated that this work will be completed during the summer.

1.6 **Scotlands Playing Fields**

A 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 finalising with Barratt's the Deed of Variation for the Section 106 agreement. Members will be updated further upon completion of the agreement.

1.7 **Highway Verge Improvements - £2,886 (£1,443 CSE, £1,443 EIG)**

All originally planned one-off improvement works to Phoenix Green, Bardon Road and Ashby Road have been completed. The recommendation from the last Working Party meeting to Cabinet to fund the additional works has been approved, as such an application to the NWLDC Environmental Improvement Grant scheme will now be submitted and, if successful, works will be undertaken during the summer. These include the barking and mulching of flower beds that will suppress future weed growth as well as improving the visual appearance of the areas.

Cabinet previously approved members request for additional ad-hoc maintenance work by the NWLDC Grounds Maintenance team as required throughout the year at a cost of £4,000 per annum. Use of this allocation will be reported at future meetings of the Working Party.

1.8 **Warden Presence - £5,000**

Following approval from Members, a new Parks Warden has been appointed for 16 hours per week until October. The role covers predominantly the after school period from Monday to Friday and focuses on the areas of Cropston Drive Recreation Ground, Scotlands Recreation Ground, and Staples Drive Play Area, with a view to reducing litter, improving security of the areas and reducing levels of anti-social behaviour. The position will also have a presence at Lillehammer Drive and Adam Morris Way once the MUGA transfer has taken place.

1.9 **Thringstone Bowls Club Toilet Block - £2,500**

The recommendation from the last Working Party meeting to Cabinet to fund this work has been approved, as such officers will now work with the bowls club to support their funding application to BIFFA for the outstanding £22,500 required to deliver the project.

1.10 **Memorial Trees**

A request has been received from Members for officers to consider planting trees in various locations throughout the Coalville area in the run up to 2018 (100 year mark) in memory of the end of World War 1 and of everyone who lost their lives during the war. These would be funded through a combination of Coalville Special Expense funding and external funding with a possible ceremony to commemorate the occasion and the planting scheme.

It is understood that a number of poplar trees were planted in the past to commemorate the war and following a meeting with Officers it was agreed that Members will obtain further information around where the original trees were planted and any links between the plantations and the local community. Officers will then look to develop the project further.

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

### COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2015

|                   |   |
|-------------------|---|
| Title of report   | <b>2015/16 EVENTS UPDATE</b>  |
| Contacts          | <p>Head of Community Services<br/>01530 454832<br/><a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a></p> <p>Cultural Services Team Manager<br/>01530 454601<br/><a href="mailto:goff.lewis@nwleicestershire.gov.uk">goff.lewis@nwleicestershire.gov.uk</a></p> |
| Purpose of report | To update members with regards to 2015/16 events funded within the Coalville Special Expense Area   |
| Recommendations   | <b>THAT THE WORKING PARTY NOTES THE PROGRESS UPDATE ON 2015/16 EVENTS</b>   |

#### 1.0 PROPOSED EVENT PROGRAMME FOR COALVILLE

1.1 The following events are proposed for 2015/16; following discussions at previous Coalville Specials Meetings (including Events Sub Group)

1.2 **June - Picnic in the Park (Coalville Park) Sunday 28 June 2015  
(plus Proms in the Park on Saturday 27 June) Combined Budget £14,500**

**Picnic in the Park** comprised of the following activities:

- Stage area with full live Music programme, including performances from Black Diamond, Rainer, Code 44, Kazabian and Elvis Tributes (in conjunction with Hermitage FM)
- WW1 Themed area which hosted 1188 Air Cadets, LCC Century of Stories, Royal British Legion and the Ghurkas, Jed Jaggard WW1 memorabilia, Swannington and Diseworth Heritage Trust, Friends of Thringstone, Sir John Moore Foundation, Kegworth Youth Theatre (performing Blackadder goes Forth) and the launch of the Gunther Pluschow exhibition (organised by Moira Furnace Museum Trust)
- Rotary provided Tea tent
- 38 Community and Commercial stalls
- Circus Tent/Skills plus Stilt Walker, Balloon Modeller
- Fish and Chips, Pizza's, Hog Roast, Licensed Bar and Ice cream
- Mantle Arts - craft activity stall plus Emma's Crafty Kids area
- Leisure Centre displays (fitness, golf) and Coalville Rugby Club
- Cycle wobbly track, partly funded by County Sports Partnership Community Events
- Children's Rides in the play area

- Coalville Churches Together Community Litter Pick

The 2015 event was very well supported with an estimated attendance of 7,000 local people. The feedback from customers has also been very positive and the following tweet is a typical summary of the event ***'There was something for everyone – well done to NWLDC'*** The High Sheriff of Leicestershire, Gordon Arthur who also visited Picnic in the Park stated he was particularly impressed with the WW1 themed area.

**Proms in the Park** comprised of the following activities:

- Ockbrook Big Band, Coalville Male Voice Choir, Ibstock Brick Brass Band and Flag Waving Proms Finale with Alex Gamble
- Tea tent with strawberries and cream, Bar and Food

This additional event to the Picnic in the Park weekend provided a well balanced programme of entertainment, which was enjoyed by an audience of approx 1,700 people.

- 1.3 On the same weekend on Saturday 27 June, the **Coalville Town Team delivered the 2015 Coalville Summer Fest 2015** which was organised in Coalville Belvoir Shopping Centre. Activities included Performance Stage, Dance, Singing, Musical Theatre, Stalls and Food Demonstrations. Further information will be relayed following the event debrief meeting.

- 1.4 **August - Coalville by the Sea (Budget £1,700)**

Following the success of last year's Coalville by the Sea, a similar event will be organised for families and will include games, arts and crafts, puppet shows, music and sandpits and will take place on Friday 8 August on Needhams Walk, open space grassed area.

- 1.5 **November – Christmas Lights Switch On Event (Budget £8,000)**

The 2014 Coalville Christmas Lights Switch on event was combined with the Coalville Town Team Food and Drink event on Saturday 22 November with both organisations reporting benefits from a joint event. It is planned to hold this year's Christmas event in a similar format, with the proposed date of Saturday 21 November. The Christmas in Ashby event is proposed to be held on Saturday 28 November.

It is also proposed to make the annually provided free Saturday Christmas shopping car parking available in both Ashby and Coalville for 5 consecutive Saturdays, leading up to Christmas (dates: 21 and 28 November, 5, 12, 19 December) Other Bank Holiday parking arrangements over the Christmas holiday period are yet to be confirmed.

- 1.6 **Coalville Christmas Decorations**

The Council recently completed a tender process (contract period - 5 years) for the Coalville Christmas Decorations contract. The contract has been awarded to a new supplier but within existing budgets and officers are now working through the transitional arrangements.

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

### COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2015

|                   |  |
|-------------------|--|
| Title of report   | <b>COALVILLE SPECIAL EXPENSES 14/15 OUT TURN</b>   |
| Contacts          | <p>Head of Community Services<br/>01530 454832<br/><a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a></p> <p>Head of Finance<br/>01530 454520<br/><a href="mailto:ray.bowmer@nwleicestershire.gov.uk">ray.bowmer@nwleicestershire.gov.uk</a></p> |
| Purpose of report | To inform Coalville Special Expense Working Party of the 14/15 out turn  |
| Recommendations   | <b>THAT THE WORKING PARTY NOTES THE 14/15 OUT TURN</b>   |

#### 1.0 REVENUE 2014/15

- 1.1 The 14/15 out turn confirms an under spending of £17,600, with a contribution to balances of £15,824 (See Appendix 1) leading to an end of year balance of £96,895 in reserves.

The main contributors to the under spending include:

- a) Broomleys Cemetery – increase in burial & monument income of £13,000
- 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 have been approved and were reported to the last meeting. Financial monitoring and reporting for 15/16 commences from Period 3 and progress will be reported to the next meeting.

#### 3.0 CAPITAL SCHEMES FUNDING

- 3.1 The capital schemes and breakdown of funding can be seen at Appendix 2. Four schemes have now been completed and will be removed from future reports (Broomleys Allotments, Coalville Park, Melrose Road Play Hub, Scotlands Changing Pavilion).

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## APPENDIX 1

### COALVILLE SPECIAL EXPENSES - FINAL OUTTURN 14/15

|   | 2014/15           |                      |
|---|-------------------|----------------------|
|   | Original Estimate | Final Outturn        |
|   | £                 | £                    |
| Parks, Rec Grounds, Open Spaces, Verge Mtce & War Memorials | 274,500           | 274,585 <sup>1</sup> |
| Broomley's Cemetery   | 22,960            | 9,635                |
| One Off Grants  | 3,000             | 3,000                |
| Coalville Events  | 40,700            | 41,513 <sup>2</sup>  |
| <b>TOTAL SPECIAL EXPENSES (Net Cost Of Service)</b>         | <b>341,160</b>    | <b>328,733</b>       |
| Service Management recharges                                | 80,690            | 75,787               |
| <b>ANNUAL RECURRING EXPENDITURE</b>                         | <b>421,850</b>    | <b>404,520</b>       |
| <b>FUNDED BY:</b>   |                   |                      |
| Use of Reserves   | 1,506             | -15,824              |
| Precept   | 358,373           | 358,373              |
| Localisation of Council Tax Support Grant                   | 61,971            | 61,971               |
|   | <b>421,850</b>    | <b>404,520</b>       |
| BALANCES 1st APRIL 2014                                     | 58,876            | 81,072               |
| CONTRIBUTION FROM/TO RESERVE                                | -1,506            | 15,824               |
| <b>BALANCES 31st MARCH 2015</b>                             | <b>57,370</b>     | <b>96,895</b>        |

#### 2014/15

1. The Coalville Special expense final outturn figures were underspent by £17,600, with a contribution to balances of £15,824.

The reasons for this are:

- i. Broomleys Cemetery - increased burial & monument income £13,000
- ii. Parks & Rec grounds - backdated NNDR refund for Thringstone Bowls Club £6,700

| <b><u>OTHER CV SPECIAL EXPENSE RESERVES</u></b>             | Balances<br>01.04.14 | Expenditure<br>& Contributions<br>14/15 | Balance<br>as at 31.03.15 |
|---|----------------------|---|---------------------------|
| <b><u>ASSET PROTECTION RESERVES</u></b>                     | £                    | £                                       | £                         |
| CV MEMORIALS - MAJOR REPAIRS/VANDALISM                      | 2,928                | 2,928                                   | 0                         |
| CEMETERY/RECREATION GROUND                                  | 27,502               | 23                                      | 27,479                    |
| S106 PLAY AREA/OPEN SPACE MTCE (committed for future years) | 9,175                | -6,754                                  | 15,928                    |
|   | 39,605               | -3,802                                  | 43,407                    |

### COALVILLE SPECIAL EXPENSES - BALANCES 15/16

|   |                    |
|---|--------------------|
| <b>BALANCES 1st APRIL 2015</b>                          | £<br><b>96,895</b> |
| <b><u>Approved Items to be Funded From Balances</u></b> |                    |
| Peace Garden in Coalville Park                          | 7,000              |
| CV Market neon signage                                  | 3,000              |
| Events - infrastructure & signage                       | 1,500              |
| Owen Street - height reduction works to trees           | 1,800              |
| Highway Verge improvements                              | 1,443              |
| Contribution from balances to fund 15/16 budget         | 3,992              |
|   | 19                 |
| <b>REMAINING BALANCES</b>                               | <b>78,160</b>      |

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## APPENDIX 2

### COALVILLE SPECIAL EXPENSES 14/15 CAPITAL SCHEMES as at 31.03.15

|   | Original<br>Estimate | Actual<br>Expenditure | Balance<br>31.03.15 |                    |
|---|----------------------|-----------------------|---------------------|--------------------|
|   | £                    | £                     | £                   |                    |
| <b>FUNDING</b>                                      |                      |                       |                     |                    |
| Asset Protection Fund Balance b/fwd 01.04.14        | 115,286.67           |                       |                     |                    |
| Asset Protection Contribution 2014/15 *             | 5,527.73             |                       |                     |                    |
| Revenue Contribution to Capital Schemes             | 0.00                 |                       |                     |                    |
| S106 Funding  | 95,226.20            |                       |                     |                    |
| 515 Funding   | 10,000.00            |                       |                     |                    |
| <b>TOTAL FUNDING</b>                                | <b>226,040.60</b>    |                       |                     |                    |
| <b>CAPITAL PROGRAMME</b>                            |                      |                       |                     |                    |
| Broomleys Allotments                                | 557.59               | 500.00                | 0.00                | scheme completed   |
| Scotlands Rec Grd - Pavilion/Changing rooms         | 10,000.00            | 12,695.60             | 0.00                | * scheme completed |
| Owen Street - Floodlights upgrade                   | 778.93               | 0.00                  | 778.93              |                    |
| Owen Street - Changing room development             | 115,379.42           | 0.00                  | 115,379.42          |                    |
| Melrose Rd Play Hub                                 | 1,987.87             | 4,820.00              | 0.00                | * scheme completed |
| Cropston Drive BMX track                            | 42,693.64            | 32,910.15             | 9,783.49            |                    |
| Thringstone Miners Social centre                    | 4,913.35             | 0.00                  | 4,913.35            |                    |
| Urban Forest Park - Footway & Drainage improvements | 30,810.86            | 0.00                  | 30,810.86           |                    |
| C/V Park - Improvements                             | 862.39               | 862.39                | 0.00                | scheme completed   |
| Urban Forest Park - 5th play station                | 7,979.89             | 0.00                  | 7,979.89            |                    |
| <b>TOTAL EXPENDITURE</b>                            | <b>215,963.94</b>    | <b>51,788.14</b>      | <b>169,645.94</b>   |                    |
| <b>UNALLOCATED BALANCE</b>                          |                      |                       | <b>4,606.52</b>     | **                 |

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

\*\* £2.5k allocated towards Thringstone Bowls club toilet project.

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