

Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 13 October 2015
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	
3. MINUTES OF THE PREVIOUS MEETING	3 - 12
4. CEMETERY CHARGES UPDATE	13 - 14
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8. DATES OF FUTURE MEETINGS

Tuesday, 15 December 2015

Tuesday, 19 April 2016

Circulation:

Councillor J Geary (Chairman)

Councillor R Adams (Deputy Chairman)

Councillor N Clarke

Councillor J Cotterill

Councillor D Everitt

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 Council Chamber, Council Offices, Coalville on THURSDAY, 9 JULY 2015

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

Officers: Mr L Brewster, Mr J Knight and Mr G Lewis

1. APPOINTMENT OF CHAIRMAN FOR ENSUING YEAR

It was moved by Councillor M Specht, seconded by Councillor J Legrys and

RESOLVED THAT:

Councillor J Geary be elected Chairman of the Working Party for the ensuing municipal year.

Councillor J Geary then took the chair.

2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR

It was moved by Councillor J Legrys, seconded by Councillor M Specht and

RESOLVED THAT:

Councillor R Adams be elected Deputy Chairman of the Working Party for the ensuing municipal year.

3. APOLOGIES FOR ABSENCE

There were no apologies received.

4. DECLARATIONS OF INTEREST

Councillor J Legrys declared a disclosable non pecuniary interest in Item 7 – 2015/16 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.

Councillor J Geary declared a disclosable non pecuniary interest in Item 6 – Capital Projects Update as a regular supporter of Coalville Town FC.

5. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 21 April 2015.

Councillor J Geary reiterated his disappointment that a visit to Broom Leys Allotments had still not been arranged. He referred to correspondence that had been circulated to Members suggesting that an open day was to be held in September and suggested that the Members' visit should coincide with this.

Councillor N Clarke referred to the discussion that had been held at the last meeting in respect of cemetery charges. He stated that it had been agreed that further information would be brought to this meeting but that this did not appear to have happened.

Chairman's initials

Councillor J Geary stated that he had spoken to the Head of Community Services regarding this matter and he had advised that it may be worthwhile to establish a sub group to discuss this in advance of the next meeting of the Working Party.

Councillor J Legrys stated that he agreed with this approach but it was important that Officers provided the relevant financial figures to Members.

Councillor M Specht referred to Councillor J Geary's suggestion at the previous meeting that the issue be considered instead by the Policy Development Group.

Councillor M B Wyatt stated that it was important to identify whether this issue solely affected the Coalville Special Expenses area or not. If it did, he suggested that the issue should be looked at by the Working Party rather than the Policy Development Group.

The consensus of Members was to arrange for a sub group to be established to deal with this issue in advance of the next full meeting of the Working Party. It was agreed that Councillors R Adams, J Cotterill, J Legrys and M Specht would sit on the sub group.

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

RESOLVED THAT:

the minutes of the meeting held on 21 April 2015 be approved.

6. 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 orders had now been placed for the mosaics, decorative metal panels and plants to be installed in the Peace Garden. It was anticipated that installation of these items would be completed by the end of August and that further work would then be undertaken in September so that the project was completed well in advance of Remembrance Day.

Councillor J Legrys enquired whether it could be arranged for the Chairman of the District to formally open the Peace Garden once it had been completed. The Leisure Services Team Manager confirmed that this would be arranged.

Owen Street Recreation Ground

Electricity Upgrade

It was confirmed that Homebrook had now visited the site and had provided costed proposals to upgrade the floodlighting lux levels to satisfy the Football Association's (FA) Ground Grading Requirements. It was noted that the club currently play at Step 4 of the non-league pyramid and that the existing lux levels would be satisfactory for the club to play at Step 3 but no higher.

It was stated that Homebrook had presented three different options for the club to consider. The first option was costed at approximately £17,000 and would see all existing

Chairman's initials

fittings replaced with alternatives that omitted lux levels suitable for Step 2 football. The second option was costed at approximately £22,500 and would see all existing fittings replaced as well as an additional fitting being added to each lighting column. This option would be suitable for Step 1 football. The final option was to initially complete Option 1 and then progress with Option 2 at a later date if it became necessary. This option was costed at approximately £25,000.

It was noted that there were no allocated resources to undertake these works at present and that, whilst the Football Stadia Improvement Fund (FSIF) did offer match funding capped at £150,000 to Step 4 clubs for such projects, the club had already accessed this amount in order to develop their changing rooms. Consequently, the club would not be able access any further funding from the FSIF for five years or until they were promoted to Step 2 where the cap was increased to £250,000.

Councillor M B Wyatt stated that he firmly believed that the project should not be solely funded by the tax payer and that it should be established how much money the club was intending to contribute to the project itself. He stated that he believed a decision as to how to proceed with the project should be deferred until the club earned promotion.

Councillor P Purver enquired whether the costs for Option 3 would increase should the second stage of the project not be needed for a significant amount of time. The Leisure Services Team Manager responded that Options 1 and 2 were firm quotes but that Option 3 was not.

Councillor N Clarke stated that it would be a shame to dismiss the project at this point. He stated that the management board at the club had shown ambition and that the Working Party therefore should as well.

Councillor D Everitt enquired whether postponing the project would have an impact upon the club. The Leisure Services Team Manager responded that the club had anticipated being promoted for the last two seasons but that it had not materialised. As such, it was difficult to predict at what point the poor lux levels would become relevant.

Councillor J Geary stated that the poor floodlights were already a pertinent issue for the club. He explained that the club had already had to abandon one game as a consequence of the floodlights and that doing so had led to a fine from the FA. He stated that his view was that the Council had originally installed the floodlights and that it was therefore their responsibility to maintain them. He continued to say that if the floodlights needed improvement as a consequence of the club being successful on the pitch that the club should then contribute.

The consensus of Members was to approach the club to establish if they would be contributing any finance to the project.

Changing Room Development

It was confirmed that the funding application that had been made to the FSIF had been successful on the condition that the club satisfied the FA with regards to their transfer to a club limited by shares.

It was stated that the long term lease and funding agreement had been signed by both the Council and the football club and that as soon as approval had been received from the FA, the building of the pavilion could commence. It was anticipated that this would be in August.

Chairman's initials

Following on from the Working Party's recommendation at its last meeting, Cabinet had now agreed to fund the reduction in size of the trees that lined the entrance to the recreation ground.

Thringstone Miners Social Centre

It was confirmed that the centre's trustees, alongside the Council, were still identifying potential sources of funding in order to convert the former Clover Place play area into a training pitch. The project had been split into three phases with the remaining balance being directed towards the first phase, namely obtaining planning permission and diverting the footpath.

Councillor D Everitt stated that this project would be welcomed by the community once it had been completed. He stated that the area had previously become neglected and that he hoped progress on the project would be swift as it would tidy up the area.

Councillor M B Wyatt stated the County Council would be running a grants scheme specifically for children's facilities in the next financial year running from April 2016. He stated that it may be worth establishing whether this could be a possible source of funding for the project.

Cropston Drive BMX Track and Wheeled Sports Facility

It was confirmed that the BMX track had now been completed and that more regular patrols were now being conducted by the Parks Warden to ensure standards were maintained. A fire retardant bin had now been installed at the site and grass seeding was being undertaken. Consultation with key stakeholders was continuing and it was anticipated that further improvements would be undertaken in the autumn.

Councillor M B Wyatt asked Officers to consider tidying the area around the entrance by the bookmaker on Cropston Drive. The Leisure Services Team Manager confirmed that this would be looked at.

Urban Forest Park

It was stated that work had commenced at the site with the installation of the boardwalk. A third quote was currently being obtained for the drainage and pathway works and it was anticipated that this work would be completed during the summer.

Scotland Playing Fields

It was confirmed that a location had been identified for the relocation of the Multi Use Games Area (MUGA) that was currently situated on Lillehammer Drive and that local residents had been consulted on the recommendation. Planning consent had been given for the change of use in the area where the MUGA was currently located and the Council's Legal Services team were currently finalising the Deed of Variation to the Section 106 agreement with Barratts.

Councillor J Legrys stated that he was aware of the legal issues involved but that he was nonetheless disappointed that the local children would have nowhere suitable to play in the school holidays. He implored Officers to find a solution to the impasse that was currently in place, even if it cost money to do so.

Highway Verge Improvements

Chairman's initials

It was stated that the one off improvement works at Phoenix Green, Bardon Road and Ashby Road had been completed. The recommendation from the Working Party at its last meeting to fund the works had now been approved by Cabinet. Consequently, an application to the Council's Environmental Improvement Grant scheme would now be submitted and, if successful, works would be undertaken this summer.

Councillor N Clarke enquired whether Officers could investigate expanding the number of cuts funded by the Working Party. He stated that a couple of extra cuts a year would significantly improve the look of the area.

Councillor J Geary asked whether, if the Working Party agreed to fund extra cuts, they would be forced to use the County Council's contractors. He stated that firm costs would need to be established before a decision was made.

Councillor J Legrys stated that the County Council had made it clear that they were keen for Parish Councils to help and that, as such, costings should be established. He stated that the Working Party should be provided with costings for all possible options before a decision was made.

Councillor M B Wyatt reiterated that the Council should investigate whether it would be plausible for flowerbeds to be sponsored in order to cover the costs of the extra work. He stated that the Working Party should only take on extra work if it was cost neutral to do so. The Leisure Services Team Manager stated that sponsorship could be considered but that there may be insufficient resources to manage the sponsorship process. He stated that the Grounds Maintenance Team would be more than able to undertake the work but that there were question marks as to who would manage the sales process.

Councillor P Purver stated that her understanding was that some areas were maintained by the District Council and some by the County Council. She asked whether it would be possible for Officers to provide a map showing which authority was responsible for each area. The Leisure Services Team Manager confirmed that he would do this.

The consensus of Members was for Officers to establish costings for the Working Party to permanently fund extra grass cuts throughout the Special Expenses area before a decision was made at a future meeting as to how to progress.

Warden Presence

It was confirmed that a new Parks Warden had now been appointed for 16 hours per week until October. The role predominantly covers the after school period from Monday to Friday and focuses on the areas around Cropston Drive Recreation Ground, Scotlands Recreation Ground and Staples Drive Play Area. The position would also cover Lillehammer Drive and Adam Morris Way once the MUGA transfer had taken place.

Councillor R Adams asked whether the warden's working pattern would differ during the school holidays given that they currently focus on the after school period. The Leisure Services Team Manager commented that reviewing the warden's working hours would take considerable time and that the school holidays would be over in all likelihood before any changes could come into effect.

Thringstone Bowls Club Toilet Block

It was confirmed that the Working Party's recommendation to fund this work had now been approved by Cabinet. Officers would now liaise with the bowls club to support their funding application.

Chairman's initials

Memorial Trees

It was stated that Members had asked Officers to consider planting trees in various locations throughout the Special Expenses area in the run up to the one hundredth anniversary of the end of the First World War in 2018. This would be funded by a combination of both the Working Party and external funding and would be marked by a ceremony to commemorate the occasion. It was understood that a number of poplar trees had been planted in the past to commemorate the war and that efforts would be made to obtain further information regarding where these trees were initially planted.

Councillor J Legrys stated that he had had several conversations with the Royal British Legion regarding this project. He stated that they were keen to be involved and suggested that all stakeholders arrange a meeting in the imminent future to finalise plans.

Councillor M B Wyatt enquired whether the National Forest would be involved given the proposed location of the trees within the area covered by the forest.

Councillor J Legrys confirmed that the National Forest had been approached. He stated that the project should create a new plantation rather than attempt a like for like replacement of historical locations.

RESOLVED THAT:

the Working Party notes the progress update on 2015/16 capital projects.

7. 2015/16 EVENTS UPDATE

The Cultural Services Team Manager presented the report to Members.

He provided Members with an update on each event.

Picnic and Proms in the Park

It was confirmed that the Picnic in the Park event had been very well supported with an estimated 7,000 attendees. The feedback that had been received had been very positive with the High Sheriff of Leicestershire being particularly complimentary. As well as several live music acts, the First World War themed area had proved to be particularly popular.

It was stated that the Proms in the Park event had also been a success in its first year. It was estimated that 1,700 people attended and that the mix of entertainment had been well received.

The Cultural Services Team Manager thanked the Cultural Services Team for all their hard work in planning and delivering the events. He also thanked Members for their attendance and support.

Councillor M B Wyatt thanked Officers for the work that had been put in to both the events. He stated that the feedback that he had received was particularly appreciative of the Proms in the Park event as it catered for a different age group. He stated that it was good to see that this event was now established given the uncertainty that had recently surrounded its future.

Councillor M Specht offered his congratulations to Officers for running the event. He stated that he thought the number attending the Proms in the Park event would

Chairman's initials

considerably increase if it was held again next year as word of mouth would spread and raise numbers accordingly.

Councillor J Cotterill stated that he had been particularly impressed with the First World War themed area. He went on to say that the event had been beautifully organised.

Councillor R Adams stated that he had particularly enjoyed the circus tent. He stated that he was disappointed with the lack of public transport on Sundays from the Greenhill area of the town and suggested that this might have meant some people could not have attended. He suggested that this may be an area that could be looked at in future years.

Councillor J Legrys stated that this year's event was one of the strongest yet and that everyone involved should be thanked.

Councillor N Clarke reiterated that the event was brilliant and suggested that it offered fantastic value for money given the relatively small budget involved.

Councillor J Geary stated that he was very impressed with the quality of the Ockbrook Big Band.

Coalville Town Team Summerfest

It was confirmed that this event had been successfully held on the same weekend as the Proms and Picnic in the Park events. Activities had included dancing, singing, musical theatre, stalls and food demonstrations.

Councillor M B Wyatt stated that the area used for the Summerfest had been restricted to the precinct and that he had received feedback from other business owners who had been disappointed by this.

Councillor J Legrys pointed out that the event had been organised by an independent body and that it was therefore not within the Working Party's control. He stated that the Town Team should be made aware of such feedback instead.

Coalville by the Sea

It was confirmed that, following the success of last year's event, a similar one was to be held again this August which would include games, arts and crafts, puppet shows, music and sandpits.

Christmas Lights Switch On Event

It was confirmed that it was again intended to combine this event with the Coalville Town Team's Food and Drink Event on 21 November. It was stated that it had been proposed to make the annual free weekend car parking run for five weekends from this date until 19 December.

Coalville Christmas Decorations

It was confirmed that a tender process had now been completed and that a five year contract had been awarded to a new supplier but within the existing budget.

Councillor P Purver stated that several of the brackets used to hold the lights were now not fit for purpose. She suggested that the Working Party should look at what could be done to rectify this.

Chairman's initials

Councillor M B Wyatt stated that the cost of providing the electricity for the lights fell to the trader and that this discouraged some from taking part. He suggested that the Working Party consider contributing to these costs to encourage more traders to take part.

Councillor J Legrys stated that parished areas, such as Ashby Town Council, used Section 106 money to fund their Christmas Lights and that this option was not available to the Working Party as they did not receive these funds.

Councillor M Specht stated that it was important for the Working Party to spend money in this area so as to encourage people to come to shop in Coalville rather than other local towns.

The consensus of Members was to ask Officers to provide costings for the replacement of the brackets, the trees and the lights and to then discuss further at the meeting of the sub group.

St George's Day Flags

Councillor N Clarke stated that, unlike in previous years, no flags were erected to commemorate St George's Day this year. He suggested that this be reconsidered for next year.

Councillor M B Wyatt stated that in previous years the flags had been in place for too long and had deteriorated in quality as a result. He suggested that a one day event should be held to celebrate St George's Day instead.

Members agreed to form a sub group consisting of all Members of the Working Party in order to discuss this further.

RESOLVED THAT:

the Working Party notes the progress update on 2015/16 events.

8. COALVILLE SPECIAL EXPENSES 14/15 OUT TURN

The Leisure Services Team Manager presented the report to Members.

It was stated that there was an under spending of £17,600 with a contribution to balances of £15,824 leading to an end of year balance of £96,895 in reserves. It was confirmed that the under spend was primarily due to an increase in burial and monument income of £13,000 and a backdated NNDR refund for Thringstone Bowls Club of £6,700.

Councillor D Everitt referred to the outstanding reserves and stated that he would favour seeing some allocated toward installing gym equipment at a park in Thringstone.

Councillor J Legrys stated that it might be beneficial for all Members of the Working Party to submit to Officers any projects that they had in mind which could then be considered at the next meeting.

Councillor P Purver stated that she believed that the funding given towards Christmas lighting in Coalville was fairly modest and asked whether the Working Party might consider putting more of their budget towards this.

Chairman's initials

The consensus of Members was to convene a sub group consisting of all Members of the Working Party to discuss future projects in advance of the next meeting.

RESOLVED THAT:

the Working Party notes the report.

9. DATES OF FUTURE MEETINGS

Members noted the dates of the future meetings.

The next meeting will be on Tuesday, 13 October 2015 at 6.30pm in the Board Room.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.55 pm

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MINUTES of a meeting of the CEMETERY CHARGES SUB GROUP of COALVILLE SPECIAL EXPENSES WORKING PARTY held in Room 141, Council Offices, Coalville on FRIDAY, 11 SEPTEMBER 2015

Present: Councillors J Cotterill, J Legrys and M Specht

Officers: S Beirne, J Knight, C Proudfoot and J Richardson

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors R Adams

2. NOMINATION OF CHAIRMAN

It was resolved that Councillor M Specht would act as Chairman for the meeting.

3. BACKGROUND TO THE MEETING

The Head of Community Services explained that the meeting had been convened as a result of a recommendation made by the Working Party following a paper that had been brought to a previous meeting by Councillor R Johnson. The issue raised related to a difference in the cost per property being charged to residents within the Special Expenses Area compared to those within Whitwick and Hugglescote Parishes.

4. OVERVIEW OF THE ISSUE

The Head of Community Services explained that the net cost of running each cemetery was broadly similar. This cost was then divided by the number of properties in each precepting area. As Coalville had more properties the cost per property was less. It was stated that this was one of the consequences of parishing Whitwick and Hugglescote.

5. EXPLANATION OF EXPENDITURE AND INCOME

The Leisure Services Team Manager circulated an example of income and expenditure which related to Coalville Cemetery and explained the budget to Members. Members accepted and understood the budget structure and felt that no changes were required.

6. EXPLANATION OF CHARGING POLICY AND PROCESS

The Street Action Team Manager explained that the fees and charges for cemeteries including the rationale behind single, double and triple fees. Exclusive rights, interments and monuments were also discussed. Members felt that there should be no changes to the current fees and charging structure.

7. AGREED ACTIONS AND NEXT STEPS

Members thanked Officers for the information and felt that no further actions were required. The Head of Community Services confirmed that an item would be placed on the agenda at the next Working Party so that Councillor M Specht could feedback the outcome of the meeting.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2015

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 Expense Area
Recommendations	THAT THE WORKING PARTY 1) NOTE THE PROGRESS UPDATE ON 2015/16 CAPITAL PROJECTS 2) TO CONSIDER PROPOSALS FOR 2016/17 CAPITAL PROJECTS AND REVENUE FUNDING

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

Work is continuing on the Peace Garden and is anticipated to be completed by 19 October. An Official Opening will take place on Wednesday 23 October to which Members of the Working Party will be invited, along with the Chairman, NWLDC's Armed Forces Lead Member, members of the Royal British Legion, Michael Kendrick and others.

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

It was reported at the last meeting that FA approved lighting contractor Homebrook had visited site and had presented 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.

Homebrook presented 2 proposals which offered 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 was also reported 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.

At the request of the Working Party Members, the football club were asked if they would be prepared to contribute financially towards the project. Whilst they were happy to do this, they were unable to specify an amount at this moment in time as that would depend on when the project took place and how much money the club had at that time, considering they are currently investing in excess of £35,000 into the changing room project.

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

Building works on the new changing pavilion have commenced. It is anticipated that works will be completed in April 2016.

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 held funding to cover building costs.

1.2.3 Entrance Tree's – £1,800

This work has now been completed.

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 area. This is broken down into the following:-

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

At the request of the Working Party Members, consultation was undertaken with local residents in advance of phase 1 through the distribution of flyers to households. 1 response was received objecting to the proposal which has been replied to by the Chair of the Trustee's. Given the very limited response, the planning and footpath diversion applications have been submitted and are in the process of going through formal consultation.

In the meantime, officers are continuing to work with the Trustee's to try and secure further funding to deliver phase 2 and phase 3 of the project. It is possible that a funding application could be submitted to the BIFFA Main Grants Scheme which accepts applications of upto £50,000. However, this would require a third party contribution of 10%.

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 comments from Working Party Members after the initial proposals were presented to the group, further work is being undertaken on some elements of the design after the proposed gateway entrance was not considered feasible. This includes fencing proposals for the existing vehicular entrance, and the opening up of an existing pedestrian entrance. In addition, the proposed works to the hedge line are also being reconsidered.

Final proposals and costs for these elements will be presented to the Working Party at the next meeting for approval, with a view to ensuring they complement the previously submitted improvement proposals concerning the hard standing basketball area and the general grounds. It is anticipated that the works will then be undertaken during spring 2016.

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

Work has commenced on site with the installation of the boardwalk. Despite the order for the footpath and drainage works being placed in early summer, the contractor subsequently cancelled an arranged start date in September. An alternative start date of 26 October has now been agreed.

1.6 **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. An application is in the process of being submitted to the NWLDC Environmental Improvement Grant scheme and, if successful, works will be undertaken to include the barking and mulching of flower beds that will suppress future weed growth as well as improving the visual appearance of the areas.

The £4,000 that Members of the Working Party approved for ad-hoc improvements to the areas has been spent on 10 grass cuts over the summer period to Phoenix Green as well as the cutting back and maintenance of all shrubs within that area. In addition to this, winter prunes will take place prior to Christmas at Phoenix Green and along the lengths of Bardon and Ashby Roads. All these works have been planned to complement the reduced works being undertaken by Leicestershire County Council.

1.7 **Warden Presence - £5,000**

Following approval from Members, a new Parks Warden was appointed for 16 hours per week until October. The role covered predominantly the after school period from Monday to Friday and focused on the areas of Cropston Drive Recreation Ground, Scotlands Recreation Ground, and Staples Drive Play Area. The post proved extremely

successful as it was apparent that levels of litter were reduced and there were no anti-social behaviour issues identified and no complaints received.

1.8 **Thringstone Bowls Club Toilet Block - £2,542**

Formal quotes for the project have been sourced by the bowls club and submitted to BIFFA as part of the funding application. A decision is expected in mid November and if successful, building works will commence immediately with a view to having the toilet block operational by April 2016. The total cost of the works will be £25,422, requiring a 10% contribution of £2,542 from special expenses.

1.9 **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.

2.0 **2016/17 PROPOSED CAPITAL PROJECTS**

2.1 Members have been requested to put forward projects for consideration by the working party to be funded from reserves, the following ideas have been received.

2.1.1 **Melrose Road Green Gym - £15,000**

A request has been received from a Member to install a green gym for older children and adults at Melrose Road play area. It is anticipated that approximately 5 pieces of equipment will cost in the region of £15,000 and will create an area similar to that at Coalville Park. If Members are in agreement then officers will work up proposals and costings for presentation back to the working party.

2.1.2 **Benches in Thringstone -£tbc**

A request has been received for benches at various locations in Thringstone. These would be used to assist residents who have difficulty in walking and enable them to rest on the way to bus stops at the east side of the village.

2.2 Members may also wish to note/and or allocate resources to the following schemes which are not yet at a stage for development.

2.2.1 **Scotlands Playing Field - £tbc**

Subject to the transfer of the MUGA from Lillehammer Drive to Scotlands Playing Fields has taken place, Members may wish to consider the creation of a play hub within the vicinity, to include activities for under 5's and older children.

2.2.2 **Thringstone Miners Social Centre Training Pitch - £5,000**

Members may wish to consider allocating up to £5,000 towards the training pitch project. As highlighted in point 1.3, this would constitute the 10% third party contribution that would then allow the Trustee's to submit a funding application to the BIFFA Main Grants Scheme for the outstanding amount required to deliver the project.

3.0 2016/17 PROPOSED REVENUE INCREASES

3.1 Members are asked to consider if they wish to continue with the following items for 16/17 onwards and subject to resources being available include them in base revenue budgets.

3.1.1 Warden Presence - £5,200

To mainstream the temporary part-time Warden post highlighted at point 1.8, to ensure continued improvements in security and litter at these sites over the summer periods.

3.1.2 Coalville – Grass/verge maintenance - £4,000

To mainstream the additional grass cuts and verge shrub/bush/bed maintenance undertaken in 2015/16.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2015

Title of report	2015/16 EVENTS UPDATE
Contacts	Head of Community Services john.richardson@nwleicestershire.gov.uk Cultural Services Team Manager goff.lewis@nwleicestershire.gov.uk
Purpose of report	To update members with regards to 2015/16 events funded within the Coalville Special Expense Area
Recommendations	THAT THE WORKING PARTY 1) NOTE THE PROGRESS UPDATE ON REMAINING 2015/16 EVENTS 2) TO CONSIDER INITIAL PROPOSALS FOR 2016/17 EVENTS

1.0 2015/16 REMAINING EVENT PROGRAMME FOR COALVILLE

1.1 November – Christmas Lights Switch On Event (Budget £8,000)

The 2015 Coalville Christmas Lights Switch on event will once again be combined with the Coalville Town Team Food and Drink event on Saturday 21 November. Hermitage FM will comper a stage show including Choirs, Century Theatre Pantomime Characters, plus performances by James Plimmer and Jiggy. Sheena Mchugh (from Coalville) who was a semi-finalist on hit TV show The Voice will also be performing and helping with the Christmas Lights Switch On.

Other Christmas themed activities will include our popular Santa’s Grotto with real reindeer, Fair rides, Woodies Wings (Owls), activities in the Market and Firework finale at 5.30pm.

The Christmas in Ashby event will take place the following week on Saturday 28 November.

It also proposed to make free car parking available in both Ashby and Coalville for 5 consecutive Saturdays leading up to Christmas (21 and 28 November, 5, 12, 19 December)

1.2 Coalville Christmas Decorations (Budget £15,500)

The Council recently completed a tender process (contract period - 5 years) for the Coalville Christmas Decorations contract. The contract was awarded to Field and Lawn, who provided the best overall value for money package.

At the Coalville Specials Events Sub group meeting on 9 September Members requested that a Christmas Tree with Lighting be installed in Memorial Square. The cost to provide a Norway Spruce (8.75m) Christmas Tree would be £970 (with installation) plus 4 sets of Christmas Lights would be £1,400.

The tree would be an annual revenue cost but the lights would incur a one off purchase and then be added into the new Field & Lawn contract (we are awaiting a quote for these costs). Therefore the total cost of organising a Christmas Tree (with lighting) in Memorial Square for 2015 would be £2,370 but for 2016 would be approx £1,000.

There is currently no budget set aside for these costs and as such would need to be funded from reserves. It should also be noted that any damage to the tree and lights would need to be funded from reserves and in the event of this occurrence the erection of protection barriers would be a further cost of up to £200.

Permission has not yet been sought from Leicestershire County Council for installation on their land but officers will seek an in principle decision prior to the meeting.

It should also be noted that two additional bagatelles and a 65m strip of lights are proposed for the exterior of Coalville Market which will enhance the 'Switch On' event and resident experience in the run up to Christmas (funded through the Market Capital Improvements fund).

2.0 2016/17 PROPOSED EVENTS PROGRAMME

2016 PROPOSED COALVILLE EVENTS	2015/16	2016/17 Proposed Budget
<u>11TH June – Proms in the Park</u> (Including the Queen's 90 th Birthday celebrations.)	£3,000	£3,500
<u>12th June – Picnic in the Park</u> (including street entertainers in performance area, live music)	£11,500	£12,500
<u>5th August – Coalville by the Sea</u> Family by the sea event	£1,800	£2,000
<u>26th November – Christmas Lights Switch On</u> Follows Coalville Food and Drink festival which is organised by Coalville Town Team	£8,000	£8,250
Totals	£24,300	£26,500

Coalville Christmas Decorations	£15,500	£16,000

- 2.1 It should be noted that the Events sub group has considered and support the above proposals. Cultural Services officers have recommended increased resources be made available to further enhance the events programme. Therefore the proposed budgets are only indicative and will be subject to further consideration once all draft Coalville Special Expenses revenue budgets have been supplied.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2015

Title of report	COALVILLE SPECIAL EXPENSES - PERIOD 5 ACTUALS AND FORECASTED OUT TURN
Contacts	<p>Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk</p> <p>Head of Finance 01530 454520 ray.bowmer@nwleicestershire.gov.uk</p>
Purpose of report	To inform Coalville Special Expense Working Party of the 14/15 out turn
Recommendations	<p>THAT THE WORKING PARTY</p> <p>1) NOTES THE PERIOD 5 ACTUALS AND FORECASTED OUT TURN</p> <p>2) NOTES THAT 2016/17 REVENUE BUDGETS ARE CURRENTLY BEING COMPILED</p> <p>3) NOTES THE CAPITAL SCHEME FUNDING POSITION</p>

1.0 2015/16 PERIOD 5 ACTUALS AND FORECAST OUTTURN

- 1.1 The period 5 Actuals (Appendix 1) forecast an end of year over spend of £4,877, it should be noted that this is not unusual at this point in the financial year.

The main contributors to the over spending include:

- a) Broomleys Cemetery – decrease in burials income
- b) Parks & Recreation grounds – increased costs of maintaining new sites, Burgess Road, Kendrick Close, Stadium Close, Buttercup Drive/Daisy Close.

2.0 REVENUE 2016/17

- 2.1 The 2016/17 Revenue budgets are currently being compiled 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. There is currently an unallocated provision of £12,106.52

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COALVILLE SPECIAL EXPENSES 15/16 - PERIOD 5 ACTUALS & FORECASTED OUTTURN

	2015/16		
	Original Estimate	Actuals & Commitments as at 30.08.15	Forecasted Outturn
	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	280,820	119,816	292,132 ¹
Broomley's Cemetery	10,960	11,877	14,795
One Off Grants	3,000	250	3,000
Coalville Events	42,810	20,712	44,283 ²
Coalville Market - neon signage	0	0	3,000 ³
RCCO	10,000	0	10,000
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	347,590	152,655	367,210
Service Management recharges	81,750	20,438	81,750
ANNUAL RECURRING EXPENDITURE	429,340	173,093	448,960
FUNDED BY:			
Use of Reserves	3,992	-	23,612
Precept	363,328	-	363,328
Localisation of Council Tax Support Grant	62,020	-	62,020
	429,340	0	448,960
BALANCES 1st APRIL	87,632	96,895	96,895
CONTRIBUTION TO RESERVE	-3,992	0	-23,612
BALANCES 31st MARCH	83,640	96,895	73,283

2015/16

- At the end of period 5 the Coalville Special expense outturn figures are forecast to be overspent, with a contribution from balances of £23,612. Excluding the budgeted and approved items which are being funded from balances the net overspend is £4,877.

The reasons for this are:

- Broomleys Cemetery - reduced burial income £3.8k.
- Parks & Rec grounds - reduced salary for seasonal operative £2.1k but offset by increased grounds maintenance costs +£3.6k. Additional costs relate to maintenance of new sites which are partly funded by commuted sums but only for 5 years.
(Burgess Rd, Kendrick Close, Stadium Close, Staple Drive, Buttercup drive/Daisy close)

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

- Peace Garden in Coalville Park £7k
Owen Street tree work £1.8k
Further one off Highway Verge improvements to Bardon Rd, Phoenix Green, Ashby Rd £1.4k
- Events - Proms in the park & Improved event signage £1.5k
- Neon signage for Coalville Market £3k.

OTHER CV SPECIAL EXPENSE RESERVES	Balances 01.04.15	Contributions 15/16	Actual & Committed Exp 15/16	Balance as at 30.08.15
<u>EARMARKED RESERVES</u>	£	£	£	£
CV MEMORIALS - MAJOR REPAIRS/VANDALISM	2,740	0	0	2,740
<u>ASSET PROTECTION RESERVES</u>				
CEMETERY/RECREATION GROUND	27,479	9,000	650	35,829
S106 PLAY AREA/OPEN SPACE MTCE (committed for future years)	15,928	0	4,137	11,791
	46,147	9,000	4,787	50,360

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SPECIAL EXPENSES - CAPITAL PROGRAMME 15/16 as at 30.08.15

	BUDGET	ACTUAL EXPENDITURE	COMMITMENTS	30.08.15 BALANCE
FUNDING	£	£	£	£
BALANCE B/FWD 01.04.15 (ASSET PROTECTION)	102,798.80			
ASSET PROTECTION CONTRIBUTION 2015/16	-			
REV CONTRIBUTION TO CAPITAL SCHEMES S106	10,000.00			
515 FUNDING	69,587.84			
TOTAL FUNDING	2,283.49			
	184,670.13			
CAPITAL PROGRAMME				
Owen Street - Floodlights upgrade	778.93			778.93
Owen Street - Changing room development	115,562.86			115,562.86
Cropston Drive BMX track	9,783.49	2,250.00		7,533.49
Thringstone Miners Social centre	4,913.35			4,913.35
Urban Forest Park - Footway & Drainage improvements	39,024.98	15,846.48	12,875.00	10,303.50
Thringstone Bowls Club Toilet Block	2,500.00			2,500.00
TOTAL BUDGETED EXPENDITURE	172,563.61	18,096.48	12,875.00	141,592.13
UNALLOCATED FUNDING	12,106.52			

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