

Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Tuesday, 15 December 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**

<b>Item</b>	<b>Pages</b>
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. DECLARATIONS OF INTEREST</b>	
<b>3. MINUTES OF THE PREVIOUS MEETING</b>	
To confirm the minutes of the meeting held on 13 October 2015.	<b>3 - 10</b>
<b>4. CAPITAL PROJECTS UPDATE</b>	
Report of the Leisure Services Team Manager	<b>11 - 14</b>
<b>5. 2015/16 EVENTS UPDATE</b>	
Report of the Cultural Services Team Manager	<b>15 - 16</b>
<b>6. COALVILLE SPECIAL EXPENSES - PERIOD 7 ACTUALS, FORECASTED OUTTURN AND DRAFT BUDGET 2016/17</b>	
Report of the Head of Community Services	<b>17 - 20</b>
<b>7. DATE OF NEXT MEETING</b>	
The next meeting will be held on 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 Board Room, Council Offices, Coalville on TUESDAY, 13 OCTOBER 2015

Present: Councillor J Geary (Chairman)

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

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

#### **10. APOLOGIES FOR ABSENCE**

There were no apologies received.

#### **11. DECLARATIONS OF INTEREST**

Councillor J Legrys declared a disclosable non pecuniary interest in Item 6 – 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 5 – Capital Projects Update as a regular supporter of Coalville Town FC.

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

Consideration was given to the minutes of the meeting held on 9 July 2015.

Councillor J Geary commented that a visit to Broom Leys Allotments had still not been arranged, despite the suggestion at the last meeting that an open day would be held in September.

Councillor M B Wyatt stated that the Chairman of the allotments had been ill and that, as such, an open day had not been held. He confirmed that a response to the written request for a site visit would be forthcoming shortly.

Councillor J Geary thanked Members for contributing to the sub groups that had been held since the last meeting. He referred to comments made at a recent Cabinet meeting where the number of sub groups that the Working Party had formed had been criticised. He countered that the sub groups were an effective way in which to conduct Working Party business.

Councillor M B Wyatt stated that he was not happy that a member of Cabinet had tried to tell the Working Party what to do.

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

**RESOLVED THAT:**

the minutes of the meeting held 9 July 2015 be approved.

Chairman's initials

### 13. CEMETERY CHARGES UPDATE

Councillor M Specht, as Chairman of the sub group, updated Members on the meeting that had been held. He stated that it had been confirmed that the cost of running each cemetery was divided by the number of properties in each precepting area and that, as Coalville had more properties, the cost per property was therefore less. He confirmed that the consensus of the meeting had been to maintain this as the way in which costs were calculated.

Councillor J Legrys stated that he agreed with this stance. He queried why this information had not been relayed back to the Parish Councils concerned. It was agreed that this should happen imminently.

### 14. 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 work was continuing on the Peace Garden and that it was anticipated that the project would be finalised shortly before an official opening on 3 November to which Members of the Working Party would be invited.

Councillor M Specht suggested that Members that represented wards outside of the Coalville Special Expenses area also be invited to the official opening. The consensus of Members was to do this.

Councillors N Clarke and J Geary stated that they would not be able to attend the official opening.

#### Owen Street Recreation Ground

##### Electricity Upgrade

It was confirmed that a contractor had visited the site and presented costed proposals to update the floodlighting lux levels to satisfy the Football Association's ground grading requirements should the club be promoted to a higher level. It was stated that the current floodlighting would be sufficient should the club be promoted one division, but no further. As such, it was stated that it was anticipated that the work would not take place until it became necessary to do so.

Councillor P Purver asked how long the works would take to complete should they become necessary. It was stated that the first stage of work would improve the lux levels by installing new light bulbs and would therefore be relatively quick to complete.

Councillor M Specht stated that he was uncertain as to why differing lux levels were required depending on the level of football that was being played. It was explained by Councillor J Geary that, at a higher level of football, there was a greater media presence that required brighter lighting for their equipment. Additionally, the current lighting was now 19 years old and had already failed twice previously. Consequently, as the lighting needed to be replaced, it would be logical to upgrade it at the same time.

### Changing Room Development

It was stated that the building works had commenced and that it was anticipated that works would be completed in April 2016. As part of the funding agreement, the District Council would act as the Clerk of Works for the project and would be responsible for monitoring the build.

### Entrance Trees

It was confirmed that this piece of work had now been completed.

### Thringstone Miners Social Centre

It was stated that potential sources of funding were still being identified and that the project had been split into three phases with the outstanding money funds being earmarked for the first stage.

It was confirmed that a public consultation had been conducted via the distribution of flyers to households in the local vicinity. Only one response had been received and it had objected to the proposal. Given the very limited response, the planning and footpath diversion applications had now been submitted.

Additionally, work was continuing in order to secure further funding for the second and third phases. It was possible that a funding application could be submitted to the BIFFA Main Grants Scheme which accepts application up to £50,000, although they also require a third party contribution of 10% of the cost.

Councillor M Specht asked for clarification as to what proportion of the allocated funds would be used for planning application fees. It was confirmed that these would cost in the region of £1,500 to £2,000.

### Cropston Drive BMX Track and Wheeled Sports Facility

It was confirmed that further work was being undertaken on some elements of the design after the proposed gateway entrance was considered unfeasible. Final proposals and costs for these elements would be presented to the Working Party at its next meeting, with works anticipated to start during spring 2016.

### Urban Forest Park

It was stated that work had now commenced on site with the installation of the boardwalk. However, despite the order for the footpath and drainage work being placed in early summer, the contractor had since cancelled an agreed start date in September. An alternative start date of 26 October had now been agreed.

### Highway Verge Improvements

It was confirmed that all one off improvement works to the areas around Phoenix Green, Bardon Road and Ashby Road had now been completed. An application to the District Council's Environmental Improvement Grant had been submitted and, if successful, works will be undertaken to include the barking and mulching of flower beds that will suppress future weed growth.

The £4,000 that had been allocated for ad-hoc improvements had been spent on 10 additional cuts over the summer period to Phoenix Green, as well as the cutting back and

Chairman's initials

maintenance of all shrubs within that area. Additionally, winter prunes would take place prior to Christmas at Phoenix Green and along both Bardon Road and Ashby Road. These works had been arranged so as to complement the works conducted by the County Council.

Councillor P Purver stated that she had seen that other local authorities had planted wild flowers as a replacement to grass that required less maintenance. She enquired whether this would be something that the Working Party could look at doing.

The Head of Community Services confirmed that this would be feasible if desired by Members but that full costs and locations would need to be identified. The consensus of Members was for such research to be undertaken by Officers.

Councillor J Legrys thanked Officers for the work that had been undertaken at Phoenix Green. He stated that the area was looking far better than it did previously.

Councillor M Specht stated that, in his view, the only areas that needed to be cut were those where there were issues regarding highway safety. He stated that other areas should be left uncut to encourage wildlife.

Councillor M B Wyatt stated that he disagreed with Councillor M Specht's view. He stated that certain areas must be maintained irrespective of whether they impacted upon highway safety as otherwise the District would look untidy. He stated that even if more wildlife areas were identified, that these would still require maintenance and that there would therefore still be a cost involved.

#### Warden Presence

It was confirmed that a new parks warden had been appointed for 16 hours a week until October. The role predominantly covered the after school period from Monday to Friday and focused on the areas around the play areas at Cropston Drive, Staples Drive and Scotlands Recreation Ground. The position had been successful in that levels of litter were reduced and no anti-social behaviour issues had been reported.

#### Thringstone Bowls Club Toilet Block

It was confirmed that formal quotes for the project had been sourced and submitted to BIFFA as part of the funding application. A decision as to whether the bid had been successful was expected by mid November. If successful, building works would commence immediately with a view to having the toilet block operational by April 2016. The total costs of the work would be £25,422 of which 10% would be funded from the Special Expenses fund.

Councillor J Geary queried why the 10% funding was being provided by the Special Expenses fund and not the bowls club themselves. It was confirmed that the funding stipulated that the 10% must be provided by a third party and that the bowls club could not therefore contribute themselves.

#### Memorial Trees

It was confirmed that a request had been received from Members to consider planting trees in various locations in Coalville in run up to 100<sup>th</sup> anniversary of the end of the First World War in 2018. The project would be funded through a combination of the Special Expenses fund and external sources.

## 2016/2017 Proposed Capital Projects

The Head of Community Services outlined projects that had been proposed for the next financial year.

### Melrose Road Green Gym (£15,000 cost)

A proposal had been put forward to install a green gym for older children and adults. It was anticipated that a budget of £15,000 would be sufficient to install five pieces of equipment.

### Benches in Thringstone (costs to be confirmed)

A request had been received to install benches at various locations within Thringstone in order to assist residents that have difficulty in walking and to enable them to rest on the way to bus stops in the east of the village.

### Scotlands Playing Field (costs to be confirmed)

It was stated that, subject to the transfer of the Multi Use Games Area (MUGA) from Lillehammer Drive to Scotlands Playing Field being completed, Members may wish to consider funding the creation of a play hub within the vicinity.

### Thringstone Miners Social Centre Training Pitch (£5,000 cost)

It was stated that the Special Expenses fund could cover the 10% of the costs that must be provided by a third party. This would then allow the trustees to submit a funding application for the outstanding amount.

The Head of Community Services stated that he had also received several supplementary proposals since the papers for the meeting had been circulated. He updated Members on each of these proposals.

### Variable Message Signs

A proposal had been received to install signage to warn motorists of their speed. It was stated that such signage was no longer funded by the County Council and that the Working Party may wish to do so instead.

### Phoenix Green

A proposal had been received to refresh the area. It was stated that this was currently the responsibility of the County Council but that the Working Party could look to take on the work instead.

Councillor M B Wyatt stated that, as a minimum, the County Council should be approached to contribute to such a project, before it was decided whether to proceed.

### Signage for Places of Interest

A proposal had been received to install signage directing residents to places of interest within the Coalville area. It was suggested that some residents were still unaware of the location of some attractions and would benefit from some additional signage.

### Mantle Lane Bridge

A proposal had been received to regenerate the area surrounding Mantle Lane Bridge. It was confirmed however that Network Rail maintained the bridge and that they had been uncooperative when approached previously.

### Town Guide for Coalville

A proposal had been received to create a town guide for Coalville that would include details regarding attractions, projects and initiatives that would be of interest to local residents.

### Flag Pole at the Council Offices

A proposal had been received to install a flag pole at the front of the Council Offices on London Road.

Councillor J Geary stated that he was loath to proceed with any of the projects until full costings were available for every proposal. He stated that once these were available the Working Party would be in a better position to analyse which projects should proceed.

The Head of Community Services stated that costings would be feasible for all of the projects that had been put forward, with the exception of Mantle Lane Bridge due to it being managed by Network Rail. Additionally, he added that the relocation of the MUGA to Scotlands Playing Field was outside of the council's control.

The consensus of Members was for Officers to develop full costings for all of the projects that had been suggested which could then be discussed by Members at the next meeting of the Working Party.

RESOLVED THAT:

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

## **15. 2015/16 EVENTS UPDATE**

The Cultural Services Team Manager presented the report to Members.

He provided Members with an update on each event.

### Christmas Lights Switch On Event

It was confirmed that the event would once again be combined with Town Team's Food and Drink Festival on 21 November. This year, the lights will be switched on by Sheena McHugh who was a semi-finalist on The Voice television show and who lives in Coalville. It was proposed that this year's free car parking on Saturdays would run for five consecutive Saturdays from 21 November.

### Coalville Christmas Decorations

It was confirmed that a tender process had recently been completed and that the contract had been awarded to Field and Lawn who had provided the best overall value for money package.

Chairman's initials



At the sub group meeting held on 9 September, Members requested that a Christmas tree with lighting be installed in Memorial Square this year. The tree itself would cost £970 including installation, whilst the necessary lighting would cost £1,400. The tree would become an annual cost, however, the cost of the lighting would be one off and would then be incorporated into the new Field and Lawn contract.

It was confirmed that there was currently no budget set aside for such a project and that it would therefore be necessary to fund it from the reserves. Similarly, any costs arising due to damage to the tree and lights would also need to be funded in this way. Permission would also have to be sought from the County Council as the tree would be sited on their land.

Councillor M Specht stated that he would support funding a Christmas tree in Memorial Square this year, however, if it was vandalised, he would not be supporting such a move again in future years.

Councillor J Legrys suggested that there was CCTV in this area that may deter vandalism.

Councillor D Everitt stated that he believed that the Working Party should not allow the prospect of vandalism to prevent Members from approving the project. He stated the vast majority of the public were in favour of such a move.

Councillor N Clarke stated that Hermitage FM usually install a Christmas tree outside their building on Memorial Square. He suggested that the Council liaise with Hermitage FM to ensure the two trees complement each other.

Leicestershire Commemorates

It was stated that the Council had been approached by a national campaign that was promoting the idea of civic buildings being lit red for the duration of this year's Poppy Appeal between 21 October and 11 November. Consequently, it had been proposed that the Clock Tower in Memorial Square be lit red during this period. Members stated their agreement with this proposal.

RECOMMENDED THAT:

the Coalville Special Expenses Fund finance the installation of a Christmas tree in Memorial Square at a cost of £2,370.

## **16. PERIOD 5 ACTUALS AND FORECASTED OUTTURN**

The Head of Community Services presented the report to Members.

It was stated that there was currently a forecasted over spend for the year of £4,877. However, such a position was not atypical at this point in the financial year and was predominantly explained by a decrease in burial income over the summer months.

It was confirmed that budgets for the 2016/17 financial year were currently being finalised and that progress would be reported at the next meeting of the Working Party.

RESOLVED THAT:

the Working Party notes the report.

Chairman's initials

## 17. COMBINED FIRE AUTHORITY PUBLIC CONSULTATION

Councillor J Geary, as Chairman of the Working Party, agreed to a request from Councillor M B Wyatt for an additional item to be discussed at the meeting regarding the public consultation that the combined fire authority was undertaking and specifically the changes that were being proposed for Coalville Fire Station.

Councillor M B Wyatt stated that the proposals looked to reduce the capacity of the fire service in Coalville. He queried the logic behind the proposals in that there was likely to be a large number of new dwellings built in the area and therefore a surge in the local population. As such, he stated that he believed such proposals were unfeasible. He stated that he felt that the Working Party should respond to the consultation collectively as they all represented wards that would be affected.

Councillor J Geary stated that the Labour group would be presenting a motion to the next full council regarding this issue that he hoped all Members would support.

It was asked whether the Working Party could respond to the consultation collectively. The Head of Community Services stated that he thought the Working Party's terms of reference only allowed them to consider financial and budgetary matters that were then referred to Cabinet. As such, he stated that he did not think that a collective response would be feasible. However, he stated that he would check this and report back to Members at a later date.

## 18. DATES OF FUTURE MEETINGS

Members noted the dates of the future meetings.

The next meeting will be on Tuesday, 15 December 2015 at 6.30pm in the Board Room.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 8.00 pm

Chairman's signature

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

## COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 DECEMBER 2015

Title of report	<b>CAPITAL PROJECTS UPDATE</b>
Contacts	Head of Community Services 01530 454832 <a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a>  Leisure Services Team Manager 01530 454602 <a href="mailto:jason.knight@nwleicestershire.gov.uk">jason.knight@nwleicestershire.gov.uk</a>
Purpose of report	To update members with regards to Capital Projects within the Coalville Special Expense Area
Recommendations	<b>THAT THE WORKING PARTY</b>  <b>1) NOTE THE PROGRESS UPDATE ON 2015/16 CAPITAL PROJECTS</b>  <b>2) TO CONSIDER PROPOSALS FOR 2016/17 CAPITAL PROJECTS AND REVENUE FUNDING</b>

**1.0 2015/16 CAPITAL PROJECTS UPDATE****1.1 Coalville Park Improvements – Peace Garden**

This project is now completed following the well attended official opening on Tuesday 3 November 2015 by the Deputy Chairman of the Council. Feedback from stakeholders, members of the public and the media has been extremely positive.

**1.2 Owen Street Recreation Ground – Changing Room Development – £115,563 (£30,563 S106, £85,000 CSE)**

Building works on the new changing pavilion are now well underway. It is anticipated that works will be completed in April 2016.

As part of the funding agreement, NWLDC Property Services section are acting as Clerk of Works and are responsible for monitoring the build to ensure compliance to the original proposals submitted and also to periodically release NWLDC held funding to cover building costs.

It is anticipated that a formal opening will take place in July 2016 and will be marked by a marquee game for Coalville Town Football Club.

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

Thringstone Miners Social Centre Trustee's are still working with NWLDC officers to identify sources of funding to convert the former Clover Place play area into a sports training area. As agreed by Members of the Working Party, the project has been split into 3 phases with the £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 training 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 – Balance £10,033**

Proposals and costings have been developed and will be circulated at the meeting for consideration. Improvement works focus on the main car park entrance, the pedestrian entrance, the hardcourt basketball area and the hedge line. If approved, works will be delivered during spring (before the bird nesting season) and early summer.

1.5 **Urban Forest Park, Coalville  
Footway and Drainage Improvements**

Work has now been completed. The boardwalk has received positive comments, and the footpaths have been significantly improved. Drainage works are also finished. The area will be monitored over the coming weeks to assess if there are any localised issues.

1.6 **Thringstone Bowls Club Toilet Block - £2,606**

The club have received positive feedback from BIFFA regarding their application, and information on this will be relayed at the meeting. Whilst the total cost of works is still confirmed as £25,422, BIFFA have confirmed that the amount required by a third party would be £2,606, which is slightly more than the £2,500 originally requested. This is down to the way BIFFA account for the financial elements of projects.

**2.0 2016/17 POTENTIAL CAPITAL PROJECTS**

2.1 **Melrose Road Green Gym**

Images of various pieces of Green Gym equipment will be available for Members to see at the meeting. The cost of the equipment varies from £800 to £3,800 dependant on whether they are single or multi use. There is then a requirement for safety surfacing and installation. The examples on show are from contractors quoting for works at Millfield Recreation Ground where installation costs for 3 to 4 pieces of equipment catering for between 5-9 people is anticipated to cost between £10,500 and £13,700.

- 2.2 **Benches in Thringstone**  
An image of the type of bench quoted for is available for Members to see at the meeting. The cost of the bench is £430 and installation will cost between £60-170 dependent on where it is sited and if a concrete base is required. If this scheme is supported it is proposed to undertake a patch walk with interested ward members to identify suitable locations prior to seeking any necessary agreements with land owners.
- 2.3 **Thringstone Miners Social Centre Training Pitch**  
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.
- 2.5 **Scotlands Playing Field Play Hub**  
It was agreed at the last meeting of the group to defer any work on identifying improvements to Scotlands Playing Field until the situation regarding the relocation of Lillehammer Drive MUGA had been resolved.
- 2.6 **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. Officers are currently identifying potential locations for the planting scheme and will feed back initial proposals at the next meeting.
- 2.7 **Variable Message Signs**  
Community Focus Officers are currently liaising with Leicestershire County Council (LCC) to understand the process for consideration and approval of such signs on highway land which may include first establishing through a speed watch programme excessive vehicular speeds in hot spot locations. Officers will confirm the process for the next meeting of the working party.
- 2.8 **Coalville Town Guide**  
This initiative is being discussed in a range of forums including the NWL Tourism Promotions Board, the Councils Business Focus team and with Coalville Town Team to try and clarify the objectives of the leaflet, what should or should not be included and if any match funding can be secured. Other examples of Town Guides are also being sourced including e-guides.
- 2.9 **Flag Pole at front of Council Offices**  
This initiative has now been completed and a flag raising ceremony was held on 11 November following the ceremony at the Clock Tower, Memorial Square.
- 2.10 **Phoenix Green Bridge Mural**  
Officers will be looking at how this mural and also the mural next to the former Bus Depot/Garage can be refreshed and the associated costs. It is hoped to present further information at the next meeting.
- 2.11 **Improved Signage**  
LCC are close to finalising their signage review for Coalville which is currently focussing on Brown Signs and these will start to be installed in the coming weeks. It is

proposed to revisit signage later in the year once LCC have completed their review and installation programme.

### **3.0 2016/17 POTENTIAL GROUNDS MAINTENANCE WORKS**

#### **3.1 Coalville – Grass/verge maintenance - £4,000**

A sum of £4,000 was allocated from reserves in 2015/16 and is currently not built into base revenue budgets for 2016/17. Leicestershire County Council have confirmed that they will be increasing their urban grass cuts from 5 cuts in 2015 to 6 cuts in 2016. However, there are a number of areas within Coalville that members may wish to improve through one off works on an annual basis including jitty/roundabout/verge hedge/shrub/bush/bed maintenance. Members may

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 DECEMBER 2015**

Title of report	<b>2015/16 EVENTS UPDATE</b>
Contacts	<p>Head of Community Services 01530 454832 <a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a></p> <p>Cultural Services Team Manager 01530 454601 <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	<p><b>THAT THE WORKING PARTY</b></p> <p><b>1) NOTE THE PROGRESS UPDATE ON 2015/16 EVENTS</b></p>

**1.0 EVENT PROGRAMME UPDATE FOR COALVILLE**

1.1 The following events have recently been delivered

**1.2 November – Christmas Lights Switch On Event**

The 2015 Coalville Christmas Lights Switch on event combined with the Coalville Town Team Food and Drink event was delivered on Saturday 21 November and was well supported by the Coalville community. Both events received significant media coverage.

Coalville’s Sheena McHugh (2015 Voice UK semi-finalist) was the events lights switch on star alongside the Chairman of the Council and tweeted after her stage performance “Loved seeing all my local fans in my hometown, had a great night performing and bringing in the festivities”.

Other Christmas themed activities at the event included our popular Santa’s Grotto with real reindeer, Fair rides, Woodies Wings and craft activities in the Market plus the annual Firework finale at 530pm.

Free car parking also started in both Ashby and Coalville for 5 consecutive Saturdays, leading up to Christmas from the switch on date covering 21 and 28 November, 5, 12, 19 December.

### 1.3 Coalville Christmas Decorations

At the Coalville Specials Expenses Working Party meeting on 13 October Members proposed an additional funding request for a Christmas tree with Lighting to be installed in Memorial Square which was then agreed by Cabinet. The total cost of organising the Christmas tree in Memorial Square was £2,370 and will be funded from Coalville Specials Reserves. The tree will be an annual cost but the trees lighting will be incorporated into the new Field and Lawn contract. There have been a few teething problems initially with the new contractor regarding power supply/timers for the Christmas Decorations around Coalville but they have been quickly resolved.

### 1.4 2016/17 Proposed Events Programme (subject to final revenue budget position)

<b>2016 PROPOSED COALVILLE EVENTS</b>	<b>2015/16</b>	<b>2016/17 Proposed Budget</b>
<b><u>11<sup>TH</sup> June – Proms in the Park</u></b> (Including the Queen’s 90 <sup>th</sup> Birthday celebrations.)	<b>£3,000</b>	<b>£3,000</b>
<b><u>12<sup>th</sup> June – Picnic in the Park</u></b> (including street entertainers in performance area, youth zone revamp, live music)	<b>£11,500</b>	<b>£12,200</b>
<b><u>5<sup>th</sup> August – Coalville by the Sea</u></b> Family by the sea event	<b>£1,800</b>	<b>£1,800</b>
<b><u>26<sup>th</sup> November – Christmas Lights Switch On</u></b> Follows Coalville Food and Drink festival which is organised by Coalville Town Team	<b>£8,000</b>	<b>£8,000</b>
<b>Totals</b>	<b>£24,300</b>	<b>£25,000</b>
<b>Coalville Christmas Decorations</b>	<b>£15,500</b>	<b>£16,000</b>



**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 DECEMBER 2015**

Title of report	<b>COALVILLE SPECIAL EXPENSES - PERIOD 7 ACTUALS, FORECASTED OUT TURN AND DRAFT BUDGET 2016/17</b>
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Purpose of report	To inform Coalville Special Expense Working Party of the Period 7 actuals, forecast outturn and 2016/17 draft budget
Recommendations	<p><b>THAT THE WORKING PARTY</b></p> <p><b>1) NOTES THE PERIOD 7 ACTUALS AND FORECASTED OUT TURN</b></p> <p><b>2) NOTES THAT 2016/17 REVENUE BUDGETS ARE CURRENTLY BEING DRAFTED</b></p> <p><b>3) NOTES THE CAPITAL SCHEME FUNDING POSITION</b></p>

**1.0 2015/16 PERIOD 7 ACTUALS AND FORECAST OUTTURN**

1.1 The period 7 Actuals (Appendix 1) are forecast to be over spent by £31,985, however this figure includes a range of items listed below which have been agreed throughout the year and funded from balances.

Approved items funded from balances include:

- a) Coalville Peace Garden £7,000 Completed
- b) Owen Street Tree works £1,800 Completed
- c) Proms In The Park £1,500 Completed
- d) Highway verge additional work £1,400 (securing £1,400 match funding) Completed
- e) Market Hall signage £3,000 (not purchased to date)

Excluding these items the net over spend is currently forecast at £13,293 see detail below, it should be noted that a forecast over spend is not unusual at this point in the financial year.

Current reason for forecast overspend:

- a) Broomleys Cemetary reduced burial income £11,500

## **2.0 REVENUE 2016/17**

- 2.1 The 2016/17 Revenue budgets are currently being compiled and a draft is presented at Appendix 1.
- 2.2 The Council Tax base has been calculated at 5,808 an increase in 89 from 2015/16.
- 2.3 The pressures include increased staffing costs from salary increments, increases to national insurance and pension contributions along with inflation on supplies and services. Proms in the Park has been formally included in the events programme and as such time allocations have been revisited and increased costs allocated for Event Officer time.
- 2.4 To counter the increases at 2.3 there has been a recalculation and reduction in committee management costs and a reduction in asset protection budgets due to the Cemetery and Parks still having a healthy balance in a dedicated asset protection ear marked reserve.
- 2.5 The revenue contribution to capital (£10,000) has also been removed in order to allow continued delivery of revenue services.

## **3.0 CAPITAL SCHEMES FUNDING**

- 3.1 There is currently an unallocated provision of £12,106.52 as reported at October's meeting and it is proposed that members only consider potential uses of this resource and await until next meeting to consider any further use of balances due to current forecast over spend.

**COALVILLE SPECIAL EXPENSES - DRAFT BUDGET 16/17**

	2015/16		2016/17 BASE BUDGET	VARIANCE 2015/16 TO 2016/17
	ORIGINAL ESTIMATE	FORECAST OUTTURN as at P7		
	£	£	£	£
<b><u>SPECIAL EXPENSES</u></b>				
<b>LEISURE SERVICES</b>				
COALVILLE CEMETERY	10,960	22,476	12,700	1,740
COALVILLE EVENTS & GRANTS	45,810	47,265	56,380	10,570
COALVILLE PARKS, REC GRDS & OPEN SPACES	280,820	292,842	280,480	-340
COALVILLE MARKET - NEON SIGNAGE	0	3,000	0	0
RCCO	10,000	10,000	0	0
	<b>347,590</b>	<b>375,583</b>	<b>349,560</b>	<b>11,970</b>
<b>EXPENDITURE RECHARGES</b>				
Corporate recharges	12,530	12,530	14,040	1,510
Community Services Recharges	61,410	61,410	60,000	-1,410
Committee Mgt	7,810	7,810	5,930	-1,880
<b>NET RECHARGES</b>	<b>81,750</b>	<b>81,750</b>	<b>79,970</b>	<b>-1,780</b>
<b>NET COST OF SERVICE AFTER RECHARGES</b>	<b>429,340</b>	<b>457,333</b>	<b>429,530</b>	<b>10,190</b>
<b><u>FUNDED BY</u></b>				
Use of Reserves	3,992	31,985	-1,529	
Precept	363,328	363,328	368,982	
Localisation of Council Tax Support Grant	62,020	62,020	62,077	
	<b>429,340</b>	<b>457,333</b>	<b>429,530</b>	
BALANCES 1st APRIL	87,632	96,895	64,910	
CONTRIBUTION FROM RESERVE	-3,992	-31,985	1,529	
<b>BALANCES 31st MARCH</b>	<b>83,640</b>	<b>64,910</b>	<b>66,439</b>	

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