

Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 15 April 2014
Location	Board Room, Council Offices, Coalville
Officer to contact	Member Services (01530 454512)

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. UPDATE FROM GLYN RENNOCKS (COALVILLE TOWN FC)	
2. APOLOGIES FOR ABSENCE	
3. DECLARATION OF INTERESTS	
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.	
4. MINUTES OF THE PREVIOUS MEETING	
To confirm the minutes of the meeting held on 17 December 2013.	3 - 8
5. CAPITAL PROJECTS UPDATE	
Report of the Leisure Services Team Manager	9 - 10
6. 2014/15 EVENTS UPDATE	
Report of the Cultural Services Team Manager	11 - 14
7. PERIOD 11 ACTUALS AND FORECASTED OUTTURN FIGURES	
Report of the Head of Community Services	15 - 20



8. REQUEST TO RENAME COALVILLE PARK

Report of the Head of Community Services

21 - 24

9. DATES OF FUTURE MEETINGS

Tuesday, 15 July 2014 (provisional)

Tuesday, 14 October 2014 (provisional)

Tuesday, 16 December 2014 (provisional)

Circulation:

N Clarke (Chairman)

R Adams

P Clayfield

D Everitt

J Geary

R Johnson (Deputy Chairman)

J Legrys

M Specht

L Spence

M B Wyatt

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on TUESDAY, 17 DECEMBER 2013

Present: Councillor N Clarke (Chairman)

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

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

20. APOLOGIES FOR ABSENCE

Apologies were received from Councillor P Clayfield.

21. DECLARATION OF INTERESTS

Councillor M B Wyatt declared a disclosable pecuniary interest in Item 4 – Capital Projects Update, as a member of Broom Leys Allotment Society, and left the meeting for the consideration of that project. He also declared a disclosable non pecuniary interest in any reference to Coalville, as a business owner in the Town Centre.

Councillors J Geary, R Johnson and J Legrys declared a disclosable non pecuniary interest in Item 4 – Capital Projects Update, as regular supporters of Coalville Town FC and members of the Owen Street Recreation Ground Pavilion Management Committee.

Councillor L Spence also declared a disclosable non pecuniary interest in Item 4 – Capital Projects Update as a supporter of Coalville Town FC.

Councillor J Legrys also declared a disclosable non pecuniary interest in Item 5 – 2013/14 Events Update due to his involvement with Hermitage FM.

Except where stated otherwise, the above named Members remained in the meeting.

22. MINUTES

Consideration was given to the minutes of the meeting held on 8 October 2013.

Councillor M B Wyatt advised that he had no involvement with Coalville Town FC and asked that this be reflected in the Declaration of Interests.

RESOLVED THAT:

Subject to the above amendment, the minutes of the meeting held on 8 October 2013 be approved and signed by the Chairman as a correct record.

23. 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

The 400m jogging circuit with 100m markings had now been installed. This included the current long and triple jump world records, which it was hoped would act as an inspiration to users.

Owen Street Recreation Ground

Electrical works had now been completed and attention had returned to the floodlights. The approached contractor had not been forthcoming in making recommendations for potential improvements. Consequently, an alternative contractor had now been engaged.

In terms of the changing room development, two plans had been developed by Property Services, an ideal and a scaled down solution, both of which significantly exceeded budget. Consequently, a contractor that had been recommended by the football club had begun work devising a scheme of works within budget.

It was confirmed that it was unlikely that the project would be supported by the Big Society Fund given that the development would only focus on one club and one sport. However, officers at the County Council had confirmed that they would be willing to discuss the project and its eligibility in more detail before the deadline for the next round of bids closed.

It had been recommended by the Council's Asset Management Group that a long-term lease be issued to the football club rather than a license. As such, approval would now be sought from the Council's Corporate Leadership Team before the proposed lease is sent to the club for consideration. It was stated that this option gave the club more autonomy to use the area as they saw fit. Similarly, this option allowed the club to access various funding sources that required a lease as a prerequisite for applying.

Councillor M B Wyatt stated that, in his opinion, it was important to ensure that the changing room contract is put out to tender and enquired whether it was intended to do so. The Leisure Services Team Manager responded that it was his understanding that a tender would be necessary but that indicative costs would be sought first of all.

Councillor M B Wyatt stated that he had been made aware that the club had a fund of around £30,000 available and enquired whether this would be utilised for the project. The Leisure Services Team Manager confirmed that he had been unaware of such a fund but that he would liaise with the Management Committee on the issue.

Councillor L Spence stressed that transparency was a key factor in any procurement project and agreed with Councillor M B Wyatt that the contract be put out to tender.

Councillor M B Wyatt asked whether clauses would be inserted into the contract stipulating that the land must be used for sporting purposes. The Leisure Services Team Manager confirmed that this would be the case.

Thringstone Miners Social Centre

It was confirmed that the Thringstone Miners Social Centre Management Committee had liaised with both the District and County Councils with regard to footpath diversions and the movement of a street light in order to facilitate a grass training pitch on the former Clover Place play area. Provisional costs were now being sought for the groundworks and various sources of funding were being looked at.

Councillor L Spence praised the plans for the area and suggested that they were a fantastic use of derelict land. However, he queried the long and costly process in arranging the extinguishment of the footpath and suggested that the club had insufficient resources for such a process. The Leisure Services Team Manager responded that there were outstanding funds available for the project and that the trustees were aware of this.

Cropston Drive BMX Track and Wheeled Sports Facility

It was confirmed that two bids had been received for the project and that these were currently being evaluated. Once this had taken place, the final proposals would be presented to consultees before work began on the project in the Spring.

Councillor M B Wyatt stated that he was aware of one particular stakeholder that had not yet been consulted on the plans, despite being one of those who initially instigated the project. The Leisure Services Team Manager apologised that this was the case and confirmed that this would be done.

Broom Leys Allotments

Having declared an interest in this item Councillor M B Wyatt left the meeting.

It was stated that the project was now virtually completed. The excavation works and main pipe laying for the water feed to the site had now been finished. Severn Trent Water had undertaken their inspection and the water supply had been connected. It was anticipated that the backfilling of the excavation would be completed shortly.

Councillor M B Wyatt returned to the meeting.

Urban Forest Park

It was confirmed that the new piece of play equipment had now been installed. In terms of the footway and drainage improvements, it was stated that schemes of work were currently being produced and that Ward Members would be consulted once these had been finalised.

Councillor J Legrys stated that he still had concerns that the work would lead to potential gas emissions. The Leisure Services Team Manager proposed that annual gas emission tests took place in order to allay any fears of emissions.

Councillor J Geary stated that he was surprised that the site was ever considered suitable for recreational use. He expressed concerns that the site could prove to be costly to maintain, particularly if annual gas emission tests were necessary. He suggested that any expenditure on the site be closely monitored and reiterated Councillor J Legrys' concerns regarding gas emissions. The Head of Community Services responded that the project was being funded by a Section 106 Agreement and that there were therefore stipulations that required the money to be spent in this location.

Councillor N Clarke asked Officers to confirm the specifications of the Section 106 Agreement. The Head of Community Services confirmed that he would do so and would report this back to Members.

Melrose Road Play Area

It was confirmed that the project had now been completed and that there was an outstanding balance of £1,988. It was proposed that this money be used to improve and upgrade the flooring under the original play equipment as it had deteriorated.

Councillor D Everitt remarked on the success of the project. He stated that he had recently visited the site himself and that he had been impressed with the number of families that were making use of the facility.

Councillor L Spence stated that the play hub had been beneficial to the local community and that the concept should be replicated elsewhere in the District in the future.

RESOLVED THAT:

the progress on 2013/14 Capital Projects be noted.

24. 2013/14 EVENTS UPDATE

The Cultural Services Team Manager presented the report to Members.

He provided Members with an update on each event.

Food and Drink Festival

The Coalville Town Team delivered their Food and Drink Festival on 23 November. It was reported that this year's event proved to be a popular event offering a wide variety of stalls, live music and entertainment.

Councillor M B Wyatt stated that he had received lots of positive feedback from residents regarding this event and suggested that the event should be continued next year.

Councillor J Legrys congratulated the Coalville Town Team for having organised such a superb event. He applauded the various individuals that had contributed their own money towards the event and stated that he was grateful that individual traders were willing to do this.

Christmas in Coalville

The event successfully took place outside Coalville Market on 30 November. It was stated that the area was more effectively programmed than in previous years and that it appeared that more people had attended. A short survey had been conducted on the day in which 84% of respondents had rated the event as either good or excellent. Feedback from local traders had also been complimentary, however, it had been noted that the location had pulled footfall away from the shopping precinct.

Councillor M B Wyatt stated that the Coalville Town Team should be encouraged to take responsibility for the event in future years. He added that this year's lights switch on had been disappointing and that residents had not been inspired by it. He felt that the Coalville Town Team had the expertise required to improve the event going forward.

Councillor J Legrys stated that he had seen various negative comments from the public on social media regarding the lights switch on. He stated that next year consideration should be given to combining the Food and Drink Festival and the Christmas in Coalville events.

Councillor M B Wyatt countered that local businesses preferred two separate events being held. He explained that holding two events benefitted local traders as it encouraged people to visit the town centre on both weekends.

Councillor J Geary stated that he felt there had been a noticeable improvement in the Christmas lights this year. He suggested that the lights in Coalville compared favourably to their equivalents in Ashby-de-la-Zouch and Swadlincote. He stated that thought should be given to holding two separate events over the same weekend next year and added that there were various permutations that could be considered.

Councillor L Spence stated that there was undoubtedly room for improvement in future years but that the Working Party should be proud that it had pushed forward with improvements to the Christmas lights. He suggested that it was highly likely that next year's event would be limited by the current financial constraints. He concluded that, consequently, a single event led by the Coalville Town Team ought to be considered next

year. As such, he proposed that the Working Party ought to liaise with the Coalville Town Team to establish whether they would favour such an approach.

The Head of Community Services suggested that the Coalville Town Team could be invited to the next meeting of the Events Task and Finish Group. He added that there was certainly potential for the two events to work well alongside each other given that the Christmas in Coalville event centred on the Market Hall, whilst the Food and Drink Festival was based at the shopping precinct. He noted that if the two events were merged that consideration would need to be given to the timing of the event to ensure that the Christmas lights were not switched on too early.

Councillor L Spence stated that the lights in Coalville were noticeably late in being turned on this year compared to other local towns. He felt that there would not be an issue in moving the lights switch on to coincide with the Food and Drink Festival if necessary.

Councillor J Legrys countered that the Working Party had previously decided not to switch the lights on this early due to residents' complaints that the Christmas period was too drawn out. He stated that local traders ought to be consulted and that no decision should be made until discussions had taken place with the Coalville Town Team.

Councillor R Johnson referred to the free car parking promotion that was currently taking place on Saturdays. He stated that he had seen users paying for tickets despite not having needed to and suggested that all meters should be covered to avoid confusion. The Head of Community Services confirmed that all meters had signs above them that explained the promotion and that additional signage had recently been installed to prevent any further confusion.

The consensus of Members was to invite representatives of the Coalville Town Team to the next meeting of the Events Task and Finish Group to discuss the 2014/15 Events Programme.

RESOLVED THAT:

the progress on 2013/14 Events and provisional plans for 2014/15 Coalville Events be noted.

25. 2013/14 PERIOD 7 FINANCE REPORT (REVENUE AND CAPITAL)

The Head of Community Services presented the report to Members.

He confirmed that outturn figures were projected to be underspent at the end of period seven and that this would allow a modest contribution to balances. He confirmed that the period eight figures were now available and that they showed that the projected underspend had increased to £7,300.

He went on to state that both the minutes of the last meeting and those of the Events Task and Finish Group, as well as Councillor M B Wyatt's suggestions had now been reported to Cabinet. Furthermore, Councillor N Clarke had attended the meeting and had made representations regarding the funding of Remembrance Day. It had been agreed that the Portfolio Holder for Community Services would attend a future meeting of the Events Task and Finish Group to discuss budget matters further.

Councillor J Geary queried the spending on Gracedieu Woods and asked how this money was spent. The Head of Community Services confirmed that the sum covered the cost of maintaining the area.

Councillor M B Wyatt referred to the 'Love Hinckley' campaign that was currently being

promoted in the town and stated that it had grasped residents' imaginations. He suggested that it might be worthwhile to develop a similar scheme in Coalville. It was agreed to discuss this with the Coalville Town Team in order to avoid any duplication.

Councillor J Legrys stated that the artwork on the Phoenix Green Bridge needed to be refreshed. He enquired as to how he could make a bid for funding such a project. The Cultural Service Team Manager agreed to investigate this further and report back at the next meeting.

Councillor N Clarke stated that the Whitwick Pit Disaster Memorial was in need of restoration and queried whether it was situated within the Working Party's area. The Head of Community Services agreed to establish who was responsible for the memorial and report back to Members.

RESOLVED THAT:

the Working Party notes the report.

26. DATES OF FUTURE MEETINGS

Members noted the dates of the future meetings.

The next meeting will be on Tuesday, 15 April 2014 at 6.30pm in the Board Room.

The meeting commenced at 6.30 pm and closed at 7.35 pm.

Councillor M B Wyatt left the meeting at 6.42pm and returned at 6.43pm.

Councillor J Legrys left the meeting at 7.30pm.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 APRIL 2014

Title of report	CAPITAL PROJECTS UPDATE
Contacts	<p>Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk</p> <p>Leisure Services Team Manager 01530 454602 jason.knight@nwleicestershire.gov.uk</p>
Purpose of report	To update members with regards to planned Capital Projects within the Coalville Special Expenses Area
Recommendations	IT IS RECOMMENDED THAT MEMBERS NOTE THE PROGRESS ON CAPITAL PROJECTS

1.0 CAPITAL PROJECTS UPDATE

The Coalville Special Expenses Capital Programme update is as follows;

1.1 **Coalville Park Improvements – Total Project Cost £23,000, Balance £820 – S106**

All works have been completed. There is still a balance of £820 and officers are considering any additional equipment enhancements that could be made to the Park.

1.2 **Owen Street Recreation Ground**

1.2.1 **Electricity Upgrade – Total Project Cost £25,000, Balance £779**

The electricity upgrade works have been completed. Further works are being considered to upgrade the fittings on the floodlight columns, an initial quote has indicated a cost of £60,000. It is unclear yet as to whether or not this will increase the lux levels to an acceptable level to allow the football club to progress 2 tiers of the league pyramid. Clarification is being sought on this, as well as proposals and prices for further lux level improvements. In the interim, an alternative provider of lamps has been sourced so that replacements for the existing system can still be obtained.

1.2.2 **Changing Room Development – £115,208**

A proposed long term lease for the area of Owen Street Recreation Ground has been issued to the football club for consideration. As a short term measure, a 1 year lease has been agreed and signed so as to satisfy league requirements for the 2014/15 season.

Once signed, the long term lease will allow the club to apply to the Football Stadia Improvement Fund (FSIF) for match funding for a new changing room pavilion. The club have developed an initial design which has built into it an element of future proofing. This includes an additional turnstile, external toilets, an external catering outlet, and the flexibility to segregate home and away fans. This design has been shared with the FSIF and amendments are currently being made following their advice. Once completed, further discussions with the FSIF will take place and the funding application will be progressed.

The provisional cost of the design was £260,000. £115,000 is committed to the project from NWLDC and the additional amount required to make up 50% of the cost will be funded by the football club.

The long-term lease will mean that the current Management Committee for the pavilion will be disbanded as the club will automatically take full responsibility for the asset. However, the club can then put in place any governance structure it feels appropriate for the future management of the whole site. NWLDC officers will support them through this process and the establishment of a liaison committee.

1.3 Thringstone Miners Social Centre – £4,913

Provisional costs and plans have been obtained for the training pitch. Further discussions have taken place with LCC regarding the footpath extinguishment, and a survey is being commissioned to assess if this is viable. NWLDC officers are also working with the club on funding applications to enable the project to be fully delivered.

1.4 Cropston Drive BMX Track and Wheeled Sports Facility – £42,552 (£25,052 S106, £7,500 CSE, £10,000 S15)

£32,500 is committed to a new wheeled sports facility, and £10,000 to improvements to the BMX track. Initial proposals for both elements have been approved and work on the BMX track has commenced. It is anticipated that this element will be completed in May, weather permitting.

We are waiting on final confirmed costs from the two contractors for the wheeled sports facility which are expected imminently. Once received, these will be evaluated for best value before presenting final proposals to consultee's who have been involved to date to consider and comment further. It is anticipated that following placement of order the works will commence in June.

1.5 Broomleys Allotments, Greenhill – Total Project Cost £10,000, Balance £847

The final element of work, the tarmac of the entrance, is in the process of being completed and, once finished, the project will have been fully delivered. Feedback on the allotments has continued to be extremely positive.

**1.6 Urban Forest Park, Coalville
Footway and Drainage Improvements – £38,482 S106**

Following Members concerns, an independent assessor is being engaged to evaluate any implications with potential gas emissions considering the nature and type of work to be undertaken. The outcomes of the assessment will be taken into account when developing proposals which will then be consulted on with Ward Members. It is anticipated that consultation will take place in June with work commencing in early summer.

1.7 Melrose Road Play Area – Balance £1,988

The order for additional flooring has been placed and, weather permitting, this will be installed during the first week of April.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 APRIL 2014**

Title of report	2014/15 EVENTS UPDATE
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Cultural Services Team Manager 01530 454601 goff.lewis@nwleicestershire.gov.uk
Purpose of report	To update members with regards to 2014/15 events funded within the Coalville Special Expenses Area
Recommendations	IT IS RECOMMENDED THAT MEMBERS NOTE THE PROGRESS ON 2014/15 EVENTS

1.0 2014/15 PROPOSED EVENTS PROGRAMME FOR COALVILLE

- 1.1 The following events are proposed for 2014/15 following discussions at previous Coalville Special Expense Working Party meetings (including Events Task and Finish sub group meetings).

April**St Georges Day Flags (17 to 28 April)**

As proposed at previous meetings and with the agreement of Councillor Smith as Portfolio Holder, the Council will not be erecting the usual number of flags around Coalville this year. Most of the existing flags and poles and a number of wall brackets have come to the end of their life and there would be significant costs (£3,000 plus) to replace and repair. The annual £800 cost of erection/dismantling will be reallocated to support the existing Town Centre events programme.

However, there will be St Georges flags displayed on each side of the Clock Tower and at the Council Offices (in front of Stenson House and as usual above main reception).

June**Picnic in the Park (Coalville Park) Sunday 29 June 2014**

Reverting back to its original name (so easily recognisable by local people) Picnic in the Park will comprise the following activities:

- Slightly larger Fairground (to generate more income)
- Inflatables
- Stage area with full live Music programme
- Ibstock Marching Band TBC
- Link with Rotary to provide Tea tent and to use volunteers for stewarding
- Community and Commercial stalls (increase pitch fee)

- Children's Pirate theme marquee with crafts, pirate show, sandpit etc.
- Circus skills and face painting TBC
- Food, Drink and Ice cream
- Possible Community Performances ie Youth Drama
- Mantle Arts - activity stall
- Link up with Leisure Centre re displays in arena ie dance classes, TBC
- Link up with Stephenson College TBC
- Working in Partnership with Leicestershire County Council to deliver Cycling development activities and joint promotional opportunities in the Youth zone ie Big Family Bike ride

Budget £11,000

On the previous day (Saturday 28 June) the **Coalville Town Team will deliver the 2014 Motorfest** which will be organised at different locations around the Town. Activities will include Car dealerships and Displays, Food and Drink Stalls, free Train rides from Snibston, Children's entertainment, all supported by a Summer Staycation theme.

Joint marketing opportunities to promote an exciting weekend of events for Coalville residents have been discussed with representatives of the Coalville Town Team with the intended umbrella branding of Coalville's Big Weekend.

August

Coalville by the Sea

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 in Needhams Walk, open space grassed area.

Budget £1,500

November

Events leading up to the Christmas trading period in Coalville

Following a discussion on 22 January with Coalville Specials Expenses Working Party, Coalville Town Team representatives and Portfolio Holder for Community Services, it was agreed that Coalville Town Team, would lead on a consultation process to gain an independent view of what events/initiatives residents wanted in the lead up to the Christmas trading in Coalville

At a follow up meeting on 2 April, it was recommended to combine the 2014 Christmas event with the Town Teams Food and Drink event on 22 November. The consultation process for 2015 Christmas activities would be included at the 2014 Christmas/Food and Drink event.

1.2 Coalville Christmas Decorations

An additional **£6,240** budget in **2012/13** paid for new replacement pea/festoon lighting in High Street (Coalville Library area).

An additional allocation of **£7,810** was included in the **2013/14** budget for general maintenance/improvement/energy consumption plus additional decorations for Clock

Tower, new festoon lighting outside Council Offices (opposite Ford Garage) a small number of new decorations for lamp columns.

No additional lighting equipment is currently planned for 2014/15 so the annual contract budget for **2014/15** will cost **£12,500** which includes testing, repairs, energy consumption, storage, erection/removal of current decorations

Budget £12,500

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 APRIL 2014**

Title of report	PERIOD 11 ACTUALS AND FORECASTED OUTTURN FIGURES
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Head of Finance 01530 454520 ray.bowmer@nwleicestershire.gov.uk
Purpose of report	To inform Coalville Special Expenses Working Party of the Period 11 Actuals and Forecast Outturn Figures
Recommendations	THAT THE WORKING PARTY NOTES THE PERIOD 11 ACTUALS AND FORECAST OUTTURN FIGURES

1.0 REVENUE 2013/14

- 1.1 At the end of Period 11 the Coalville Special Expenses outturn figures are forecasted to be underspent, with a contribution to balances of approximately £13,500 (See Appendix 1).

The reasons for this increase are:

- a) Broomleys Cemetery – increase in burial & monument income of £10k
- b) Parks & Recreation grounds - reduction in staffing costs £4k

2.0 REVENUE 2014/15

- 2.1 The 2014/15 Revenue budgets were agreed at Cabinet on the 25 February 2014 and are shown at Appendix 2.

3.0 CAPITAL SCHEMES FUNDING

- 3.1 The capital schemes funding can be seen at Appendix 3.

4.0 USE OF BALANCES

- 4.1 Members may wish to consider a use of balances (subject to the forecasted outturn position being realised) for any identified one-off projects within the Coalville Special Expense Area ie additional Christmas Lights, additional Grit Bins, additional Play Equipment.
- 4.2 It is suggested Members notify the Head of Community Services with any suggestions before the next meeting in order that they may be checked for suitability, deliverability and cost prior to debate and consideration at the next meeting in June.

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APPENDIX 1**COALVILLE SPECIAL EXPENSES 13/14 - PERIOD 11 ACTUALS & FORECASTED OUTTURN**

	2013/14		
	Original Estimate	Actuals & Commitments as at 02.03.14	Forecasted Outturn
	£	£	£
Parks, Recreation Grounds & Open Spaces	247,430	203,942	241,185
Broomley's Cemetery	26,350	11,376	15,980
C/V War Memorials/Hanging Baskets/Grass Verge Cutting	20,260	18,022	21,042
One Off Grants	3,000	1,464	2,200
Coalville Events	36,500	35,204	36,748
Purchase of Salt Bins	0	3,000	3,000
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	333,540	273,007	320,154
Service Management recharges	83,220	83,220	83,220
ANNUAL RECURRING EXPENDITURE	416,760	356,227	403,374
FUNDED BY:			
Use of Reserves	0	-	-13,386
Precept	350,368	-	350,368
Localisation of Council Tax Support Grant	66,392	-	66,392
	416,760	0	403,374
BALANCES 1st APRIL	52,039	52,039	52,039
CONTRIBUTION TO RESERVE	0	0	13,386
BALANCES 31st MARCH	52,039	52,039	65,425

2013/14

- At the end of period 11 the Coalville Special expense outturn figures are forecasted to be underspent, with a contribution to balances of £12,586.

The reasons for this are:

- Broomleys Cemetery - increased burial & monument income £10k.
- Parks & Rec grounds - reduction in Grounds wardens salary/Ni/Superannuation £4.3k.
- Approved purchase of 15 salt bins +£3k.

<u>OTHER CV SPECIAL EXPENSE RESERVES</u>	
<u>ASSET PROTECTION RESERVES (balances as at 02/03/14)</u>	£
CV MEMORIALS - MAJOR REPAIRS/VANDALISM	2,774
CEMETERY/RECREATION GROUND	28,816
S106 PLAY AREA/OPEN SPACE MTCE (committed for future years mtce)	9,007

APPENDIX 2

COALVILLE SPECIAL EXPENSES - BUDGET 14/15

	2014/15 Original Estimate
	£
Parks, Recreation Grounds & Open Spaces	253,860
Broomley's Cemetery	22,960
C/V War Memorials/Hanging Baskets/Grass Verge Cutting	20,640
One Off Grants	3,000
Coalville Events/Xmas Lights/Staffing	40,700
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	341,160
Service Management recharges	80,690
ANNUAL RECURRING EXPENDITURE	421,850
FUNDED BY:	
Use of Reserves	1,506
Precept	358,373
Localisation of Council Tax Support Grant	61,971
	421,850
FORECASTED BALANCES 1st APRIL 2014	65,425
CONTRIBUTION FROM RESERVE	1,506
ESTIMATED BALANCES 31st MARCH 2015	63,919

Coalville Events - Budget Allocation

CV Twenty 14	11,000
Christmas Event	7,000
CV By The Sea	1,500
Remembrance Sunday (to be funded from General Fund)	2,000 *

* reallocate £2k existing events budgets.

APPENDIX 3**COALVILLE SPECIAL EXPENSES 13/14 CAPITAL SCHEMES - PERIOD 11 ACTUALS**

	Original Estimate	Actual Expenditure	Commitments	Balance 02.03.14
	£	£	£	£
FUNDING				
Balance b/fwd 01.04.13 (Asset Protection Fund)	151,828.77			
Asset Protection Contribution 2013/14	-			
Revenue Contribution to Capital Schemes	-			
S106 Funding:				
Cropston Drive BMX Track	25,051.85			
Coalville Park	13,949.59			
Urban Forest Park (5th play station)	39,995.19			
Urban Forest Park (footway & drainage imp)	30,637.45			
Owen Street - Changing room development	30,208.44			
515 Funding:				
Cropston Drive BMX Track	10,000.00			
TOTAL FUNDING	301,671.29			
CAPITAL PROGRAMME				
Broomleys Allotments	5,797.59	3,398.68	1,552.00	846.91
Scotlands Rec Grd - Pavilion/Changing rooms	10,000.00	-	-	10,000.00
Owen Street - Floodlights upgrade	4,068.90	3,289.97	-	778.93
Owen Street - Changing room development (£85k APF)	115,208.44	-	-	115,208.44
Melrose Rd Play Hub	30,000.00	28,012.13	-	1,987.87
Cropston Drive BMX track (£7.5k APF)	42,551.85	-	-	42,551.85
Thringstone Miners Social centre	4,913.35	-	-	4,913.35
Urban Forest Park - Footway & Drainage improvements	30,637.45	-	-	30,637.45
C/V Park - Improvements	13,949.59	13,129.00	-	820.59
Urban Forest Park - 5th play station	39,995.19	32,150.69	-	7,844.50
TOTAL EXPENDITURE	297,122.36	79,980.47	1,552.00	215,589.89
UNALLOCATED BALANCE	4,548.93			

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COALVILLE SPECIAL EXPENSES WORKING PARTY – 15 APRIL 2014**

Title of report	REQUEST TO RENAME COALVILLE PARK
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Cultural Services Team Manager 01530 454601 goff.lewis@nwleicestershire.gov.uk
Purpose of report	To provide members with relevant information in order to fully consider a request to change the name of Coalville Park
Recommendations	THAT THE COALVILLE SPECIAL EXPENSES WORKING PARTY CONSIDER THE REPORT AND MAKE A RECOMMENDATION TO CABINET

1.0 BACKGROUND

2014 marks the 100 year anniversary of the commencement of World War I and on 11 December 2013 the Coalville Times published a letter by Michael Kendrick supporting a suggestion by an Armed Forces Veteran (Mr Paul Clements) that Coalville Park be renamed Coalville Centenary Park in honour of the servicemen and women that sacrificed their lives in World War I. (see Appendix 1)

The published letter was subsequently followed by a letter to the Chief Executive as a formal request to consider the changing of the name (see Appendix 2).

Since receiving the letter, the Council has received/considered, subsequent suggestions for the Park's name from Mr Kendrick, which have included the following;

- Coalville 1914-18 Centenary Memorial Park
- Coalville's Great War Centenary Park
- The Coalville 1914-18 Centenary Park
- The Coalville Great War Memorial Park
- Coalville's Centenary Park Commemorating 1914-18

2.0 HISTORY TO COALVILLE PARK - TITLE DEEDS

The land (Coalville Park) was transferred to the District Council in 1898 from the Trustees of Coalville Athletic Club on the basis that it forever be used as a public park and pleasure ground (the deeds do not make any mention of the name).

Efforts have been made by officers to discover and consult with the Trustees of Coalville Athletic Club to discuss the suggested name change but without success. There is no

longer a record of the Trust on the Charity Commission website and it can be assumed that this body no longer exists.

3.0 PROCESS FOR CHANGING THE NAME OF A PUBLIC PARK

As the Title Deeds make no reference to the name and the original Trustees cannot be found, research was undertaken into any required legislative process for changing the name of a public park.

It has been determined that no such legislative process exists. As the owners of the park the Council have the ability to name the park as it wishes. However, as the park was gifted to the public it is recommended good practice that any proposed name change should involve public consultation.

There are recent examples of renaming public parks in Leicester City ie Nagal Grove Open Space was renamed to Jesse Jackson Park together with the Nelson Mandela Park. There are no examples of such name changes to public parks in North West Leicestershire that officers are aware of.

4.0 CONSULTATION

In consideration of good practice, the below highlights the potential timelines for any consultation and determination:-

CSEWP members advise cabinet to hold a public consultation	15 April 2014
Cabinet agree to consult	24 June 2014
Consultation period	July/August 2014
Feedback to cabinet (Name change agreed or not)	September 2014

Members may be aware that the Council has agreed to sign up to the Armed Forces Community Covenant and is currently working with the Ministry of Defence and Royal British Legion on measures within the covenant. It is suggested that these bodies be specifically consulted if any name change is recommended.

5.0 IMPLICATIONS FOR THE COUNCIL

- The impact on officer time from Democratic Services and Community Services in connection with the administration, advertising and promotional costs together with the changes to the signage and noticeboards for the Park. An explanation plaque would also be considered necessary outlining the reasons for the name and its change.
- The need to amend literature, documents and records over a period of time to reflect any new name.
- Byelaws imposed on Coalville Park. Unfortunately, there is no provision in legislation to amend byelaws which means the current ones will need to be repealed with the new ones being advertised and approved by the Secretary of State. The Council would need to advertise the 'new' byelaws, providing for at least one month consultation with the new byelaw being presented to the Department for Communities and Local Government (DCLG) for confirmation. This is a detailed process which would require significant officer

time. However, there are currently a number of land transactions due to be completed by the District Council to Parish Councils and it is proposed that should any amendment to byelaws be required as a result of a name change, any amendments also required by these transactions would be undertaken at the same time to ensure one process and one cost.

The approximate costs relating to a name change are as follows;

Item	Cost
Consultation Process (officer time, advertising)	£2,000-£4,000 and officer time
Replacement of signage/noticeboards	£1,500 and officer time
Amending Council website, literature, leaflets, documents	Officer time, documents to be updated as they are refreshed over time
Re-working of bye-laws	£1,000 and officer time

6.0 NEXT STEPS

The Portfolio Holder for Community Services has requested that this matter be considered by the Coalville Special Expenses Working Party with a recommendation being made via the minutes to the next Cabinet meeting on 24 June 2014.

Members are therefore asked to consider two matters;

1 – Do Coalville Special Expense members support consultation on a proposal to change the name of Coalville Park

2 – If so, what name or names would members recommend to cabinet for the consultation process

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