

Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Thursday, 13 October 2016
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	
To consider the minutes of the meeting held on 7 July 2016	3 - 12
4. CAPITAL PROJECTS UPDATE	
Report of the Leisure Services Team Manager	13 - 16
5. 2016/17 EVENTS UPDATE	
Report of the Cultural Services Team Manager	17 - 20
6. FINANCE UPDATE	
Report of the Head of Community Services	21 - 26



7. DATES OF FUTURE MEETINGS

Thursday, 15 December 2016

Tuesday, 25 April 2017

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 THURSDAY, 7 JULY 2016

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 J Knight, Mr G Lewis, Mr J Richardson and Mrs R Wallace

1. APPOINTMENT OF CHAIRMAN FOR ENSUING YEAR

Councillor M Specht moved that Councillor J Geary be appointed as Chairman for the ensuing year. It was seconded by Councillor J Legrys.

At his request for an individual recorded vote, Councillor M B Wyatt voted against the motion.

RESOLVED THAT:

Councillor J Geary be appointed as the Chairman for the ensuing year.

2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR

Councillor J Legrys moved that Councillor R Adams be appointed as Deputy Chairman for the ensuing year. It was seconded by Councillor J Cotterill.

RESOLVED THAT:

Councillor R Adams be appointed as the Deputy Chairman for the ensuing year.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P Purver as she was at another meeting. She would however try to attend once it had concluded.

The Chairman announced that it was the Cultural Services Team Manager's last meeting as he was leaving the authority due to retirement; he thanked him for all of his hard work over the years and wished him well in the future. All Members concurred.

4. DECLARATIONS OF INTEREST

Councillor J Geary declared a non pecuniary interest in item 7 – Capital Projects update as a regular supporter of Coalville Town FC and a founder member of Mantle Lane Arts.

Councillor J Legrys declared a non pecuniary interest in any reference to Hermitage FM due to his involvement with the organisation.

Councillor M B Wyatt declared a non pecuniary interest in any matter relating to the town centre as an owner of two businesses.

5. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 19 April 2016.

Chairman's initials

On behalf of Councillor P Purver, Councillor M Specht referred to page 8 of the minutes in respect of Grass and verge maintenance in Coalville. He reported that the map outlining the areas that Leicestershire County Council was responsible for had not been sent to Members as agreed. The Head of Community Services apologised and agreed to send this information to Members the following day.

It was moved by Councillor Specht, seconded by Councillor Adams and

RESOVLED THAT:

The minutes of the meeting held on 19 April 2016 be approved and signed by the Chairman as a correct record.

Councillor R Adams thanked Councillor M B Wyatt for organising the visit to Broom Leys Allotments that the working party attending earlier in the evening as he very much enjoyed it. Councillor M Specht also put forward his thanks and wished Councillor M B Wyatt every success with the future plans. Councillor M B Wyatt thanked the working group for attending as it taken a long time to arrange and he was pleased that Members enjoyed it.

6. 2016/17 EVENTS UPDATE

The Cultural Services Team Manager presented the report to Members and provided an update on each event.

Proms/Picnic in the Park

The two day event took place in Coalville on 11 and 12 June. It was very successful with lots of local entertainment and activities. The Cultural Services Team Manager referred to the positive feedback received which was detailed within the report.

Councillor J Legrys referred to the giant art boards from local schools that were on display and asked if photographs had been taken as they were very good. The Cultural Services Team Manager explained that as the art boards were going back to the schools, photographs were taken to be kept as part of a record of the event. He also thanked Angela Bexton and Julia Harley for their hard work undertaken on the event.

In response to a question from Councillor M Specht, the Cultural Services Team Manager reported that there were more stalls at the event than previous years as the layout plan had been changed to accommodate more. Councillor M Specht felt that despite the weather it was a good event with a very good turn out from local people.

Councillor M B Wyatt reported that he had received mostly positive comments for the event. The only criticism being the positioning of the stage was not as good as previous years. He added that he attended and he believed it was a good and well organised event.

Councillor J Legrys praised both days of the event and reported that he had received no negative comments. He felt it was a great event and congratulated officers.

Councillor R Adams commented that he thoroughly enjoyed the event but there was some confusion with the signage on the gates. The Cultural Services Manager agreed that there was some confusion but the mistake had been realised quickly in the morning and rectified. Officers had learnt from it for future years.

Chairman's initials

The Chairman asked if the event had come under budget. The Cultural Services Team Manager responded that he was still working on the figures and it would be reported at the next meeting.

Coalville by the Sea

The popular event will take place at Needhams Walk grassed area on 19 August and would be complimented by a children's fairground. Other events including a petting zoo and two smaller events would be taking place on Fridays in August also.

Remembrance Day 2016

As an update to the report, Members were informed that the remembrance event would be held on 13 November.

Christmas Lights Switch On

Cabinet supported the group's proposal to move the event on to 3 December and to compliment it with free parking on all Saturdays in December.

In response to a question from Councillor M B Wyatt, the Cultural Services Team Manager confirmed that there would be a Christmas tree erected again at Marlborough Square and it was included within the budget.

Councillor M Specht asked on behalf of Councillor P Purver if there could be more small external Christmas trees with lights outside the shops in Coalville. The Head of Community Services responded that it was something that the Business Focus Team was working on currently; he would get an update for the next meeting. The Chairman commented that he was aware that some of the tree brackets on the buildings were no longer fit for purpose and requested a costing for new brackets as well as the fitting of the trees, broken down to a price per unit due to not all businesses wanting a tree. The Head of Community Services agreed. Councillor M B Wyatt commented that not all of the businesses on High Street were invited to apply for a tree which was why there were shops without one last year. He requested that the contractors contact all business owners. The Cultural Services Team Manager explained that this costing had been undertaken in the past and it was approximately £8,000. The Head of Community Services agreed to provide an update at the next meeting.

Councillor J Legrys commented that he believed the Coalville Project Team were currently looking into this and they had money in the budget, he asked for this to be checked as he was concerned that work would be duplicated unnecessarily.

Councillor M B Wyatt reported that residents had requested more visible lights on the clock tower, similar to the ones outside the Council Offices which wrap around horizontally rather than hang vertically. The Head of Community Services explained that there was a contractor that dealt with the lights and each year more lights could be added to the current stock. He agreed to speak to the contractors to gain some ideas for the clock tower and he would report back to the next meeting. The Chairman agreed that as it had been identified as an improvement he would like it to be looked into.

RESOLVED THAT:

The progress update on 2016/17 events be noted.

Chairman's initials

7. CAPITAL PROJECTS UPDATE

The Leisure Services Team Manager presented the report to Members and provided an update on each of the ongoing projects.

Owen Street Recreation Ground – Changing Room Development

Building works on the new changing pavilion was almost finished and it was anticipated that completion would be in late June with a handover to the football club in July. Once the handover was completed then officers would arrange a visit for the group. It was anticipated that a formal opening would take place in August and would hopefully be marked by a marquee game for the football club which was in the process of being arranged. Members would be invited to this event.

Some discussion was had as to when would be the appropriate time to hold the visit with the initial conclusion being to go on the same date as the next meeting. After further discussion of other visits later in the meeting it was decided to leave it to officers to arrange an appropriate date.

Thringstone Miners Social Centre – Training Ground Development

Further to the report, the Leisure Services Team Manager informed Members that he had been misled regarding the planning permissions and contrary to the report only had approval for fencing and not the footpath. Work was still being undertaken on the footpath diversion and once it had been given approval, work would continue.

Cropston Drive BMX Track and Wheeled Sports Facility

As previously agreed by the working party, improvements would be focused on the surrounds to the main car park area, the pedestrian entrance, the hard court basketball area and the hedge line. Works were programmed for commencement in July/August.

Urban Forest Park, Coalville – Site Improvements

There was still an outstanding amount of Section 106 funding and officers were seeking costs for boundary improvements. Following the working party's recommendations, Cabinet approved the potential renaming of the Urban Forest Park through a community consultation exercise to seek preferred names. The Community Focus Team would support the process.

Councillor M B Wyatt asked about the annual cost and whether officers had investigated the site being managed by the National Forest as previously discussed. The Head of Community Services confirmed that it had been looked at but not progressed as yet. He agreed to provide an update at the next meeting, along with a discussion regarding the provision of toilet and running water facilities.

Thringstone Bowls Club Toilet Block

The project was now complete and officers would arrange a site visit for any interested Members of the working party.

Bench in Thringstone

Cabinet had approved the working party's recommendation for the location of the bench and the Grounds Maintenance Team would arrange for the installation in the next few weeks. The Leisure Services Team Manager circulated a map identifying the location as agreed.

After a comment made by Councillor M Specht regarding the correct positioning of the bench, a discussion was had and it was decided that the bench would be installed facing

Chairman's initials

towards the footpath but set further back so that the legroom was not impeding the footpath for health and safety reasons.

Thringstone Miners Social Centre Training Pitch

Cabinet had agreed the allocation of £5,000 to the project and officers would now work with the football club to submit a funding application to the BIFFA Main Grants Scheme.

Memorial Trees

A plan of the proposed design was circulated to members, the idea being that the trees would be positioned to read '100' from an aerial view. The reasoning behind the proposal was to do something a little different and original; there would also be an illustration board on the site to explain the significance of the design. There would also be benches in between the trees for reflection purposes. He believed it would provide a lasting legacy.

The chairman was unsure of the idea for a number of reasons. The aerial view would only be understandable if you were flying in a particular direction and also the type of tree used would need to be seriously considered as trees with a large canopy would ruin the display as they grew larger. He also commented on the current condition of the trees already in the area as they do not seem to be that healthy, he was concerned that there was contaminates in the soil. The Leisure Services Team Manager assured Members that regular testing had not identified any contaminates in the soil and the type of tree to be used had not been decided as yet but he understood that it was a crucial decision.

Councillor J Legrys felt that the proposal was a good one. Councillor D Everitt also supported the proposal and believed it would attract people's interest.

Councillor M B Wyatt did not agree with the proposal and believed that officers needed to rethink and come back with a better proposal. He suggested planting the trees in a circle with a commemorative stone in the centre.

Councillor M Specht suggested that work continue on the proposal but to also put together an alternative proposal for comparison. All Members were in agreement.

The Chairman asked if the working party could be provided with the distance between the footpaths so they had an idea of the space available and the appropriate type of trees required. The Head of Community Services agreed to look at Councillor M B Wyatt's suggestion and would report back at the next meeting. He assured Members that there was enough time for further discussions but wanted agreement so that the trees can be planted as soon as possible to allow the trees to mature for the centenary year. He suggested that Members visit the site to gain an idea on the space available. All Members agreed for a meeting to be arranged on the date of the next meeting, immediately prior. This would take the place of the previously agreed Owen Street Recreation Ground visit.

Phoenix Green Bridge Mural

Contractors had been procured for the cleaning and re-painting of the mural and the work would take place in July.

The Leisure Services Team Manager outlined the potential capital projects for 2016/17.

Green Gym at Melrose Road

Indicative costings and illustrations of equipment were circulated at a previous meeting. Whilst prices of equipment varied considerably and a procurement process would need to be followed, it was anticipated that £12,000 would cover four pieces of equipment.

Scotlands Play Hub Development

It had been agreed by the working group to defer any work on identifying improvements to Scotlands Playing Field until the situation regarding the Lillehammer Drive MUGA had been resolved.

Mobile Vehicle Activated Signage

As requested at the last meeting, a presentation was given to Members of the working party on 8 June. The cost of the units was approximately £3,000 with an additional annual fee of £935 for the Grounds Maintenance Team to move the sign every three weeks.

Councillor M B Wyatt felt that the project was a waste of public money and was not in support of it. The Chairman commented that he had similar views until he had attended the presentation that was arranged for Members. He felt it was very interesting and it changed his view. He added that Councillor M Specht had experience of the device through his Parish Council and it had improved driving performance.

Councillor D Everitt believed it was a good investment as people easily drifted over the speed limit. Drivers did travel very fast through the area and he felt that anything they could do to prevent accidents was worth doing.

Councillor J Legrys commented that he initially raised the topic at the working group due to local people's concerns and he was impressed that the devices collected data for the police as he felt that was important. He added that there would always be people who did not agree with money being spent on such things but that as Councillors they would be criticised either way.

Councillor N Clarke reminded Members that the company that gave the presentation on the devices were attempting to make sales so would be promoting the positives of installing them. He felt that it was important to receive professional advice on where to locate them.

Councillor M B Wyatt left the meeting and Councillor P Purver entered the meeting at this point.

Improved Parks Signage

The proposal was for new signage for the Urban Forest Park once it had been renamed and Coalville Park. Leicestershire County Council were currently finalising their signage changes for Coalville and it was proposed to revisit signage later in the year.

Melrose Recreation Ground, Thringstone

Officers had been approached by Friends of Thringstone to consider improvements to Melrose Road Recreation Ground. It had been suggested to develop the area from a recreation ground into a Park for Thringstone. The site would still be usable and maintained for use as a football pitch but the exterior and entrances would be improved to include trees, benches and planted areas. It was not proposed at this point to add equipment as it was felt that the nearby play hub is the preferred location for equipment. It was proposed to bring a scheme of potential improvements to a future meeting if members supported the proposal. Members agreed for officers to start making plans on the project with the Ward Member.

Coalville Market Toilets

A petition was recently presented to Full Council asking for the public toilets next to the Council's Market Hall to be opened on Sundays. Cabinet will consider this proposal at its next meeting on 26 July. The working party were asked if they wished to consider

Chairman's initials

supporting or contributing to the cost of opening the market toilets on Sundays. The Head of Community Services confirmed that if it was to be agreed it could be trialled for a number of months with the opening and closing undertaken by the Park wardens. In order to minimise costs there would be no cleaning or supervision during these opening hours which would leave them open to potential abuse but this could be reviewed weekly in light of operational experience.

In response to a question from the Chairman, the Head of Community Services reported that there were a mixture of Council funded and Parish funded toilets around the District. It was confirmed that comments from the working party would be fed back to Cabinet when they considered the report.

Councillor M Specht did not support the proposal as the toilets were already open six days per week. He commented that Whitwick Parish Council had converted their public toilets into an office block due to lack of use. The Chairman reminded Members that they were being asked whether they wanted to make a contribution to the opening costs for Sundays.

Councillor N Clarke commented that he did not believe that Cabinet would agree to the proposal. He suggested that the working party match the amount of funding that Cabinet decide to allocate.

Councillor J Legrys explained that he had assisted the residents with the petition and it was predominantly pensioners that did their shopping on a Sunday. He felt that the toilets should be open on Sundays but he was unsure as to how they should be funded, he stated that he would go along with the consensus of the working party.

Councillor P Purver supported the proposal in principle. In response to a question the Leisure Services Team Manager confirmed that the toilets at Whitwick Park were open on Sundays and had experienced problems with vandalism.

Councillor J Cotterill did not support the proposal.

In response to a question from Councillor D Everitt, the Head of Community Services explained the costs involved. The cost for the Park Wardens to open the toilets at 10am and close them at 4.00pm would cost £10 per Sunday. If in the future it was to be staffed and cleaned, there would be a substantial increase in costs. There was a 10p charge for using the toilets, which goes back into the General Fund and this would also be a mechanism for monitoring the amount of use. He commented that there was no way of checking safety of the users so there would need to be a sign displaying the Council's out of hours telephone number in case of an emergency. He believed that the only way to test the demand would be to have a trial opening and the suggestion was do this between September and January.

The Chairman expressed concerns that the only way of raising an alarm in the case of an emergency was the out of hours number and if there was no mobile phone available then people were at risk. Councillor D Everitt felt that this should not be a consideration because an incident could occur any day of the week when the toilets were open.

Councillor M Specht raised concerns regarding vandalism as it could go unnoticed for quite some time if the toilets were not monitored. He also asked how long it would take to get major damages fixed. The Head of Community Services explained that the toilets would be locked each night so any issues would be picked up at that point. The Leisure Services Team Manager explained that major damages would take approximately 24 to 48 hours and the toilets would need to be closed during that time.

Chairman's initials

Councillor R Adams moved the earlier suggestion of matching any contributions allocated by Cabinet at their meeting on 26 July. It was seconded by Councillor D Everitt. Members agreed.

The Chairman wanted it to be made clear to Cabinet that the working party supported the local businesses in Coalville and opening the toilets on Sundays could encourage more trade but they did have safety concerns regarding people needing assistance.

Grit Bins

The Chairman referred to a previous discussion regarding the purchase of grit bins for the area, as the deadline had passed last year when the matter was considered he asked for a further update. The Leisure Services Team Manager believed that the deadline was the end of July and agreed to submit an application.

RESOLVED THAT:

- a) The progress update on 2015/16 Capital Projects be noted.
- b) The progress update on 2016/17 Capital Projects be noted.

RECOMMENDED THAT:

- a) The Coalville Special Expenses Working Party match any funds allocated by Cabinet towards the cost of opening the Coalville Market public toilets on Sundays.
- b) Officers move forward with the planning for enhancing Melrose Recreation Ground, Thringstone into a community park.

8. COALVILLE SPECIAL EXPENSES 15/16 OUT TURN

The Head of Community Services presented the report to Members and advised that the outturn confirmed an under spend of £6,639 which had led to an end of year balance of £83,336. Members were advised of the prudent level of reserves to retain and asked if they would like to allocate any funds and if so for what projects.

Regarding the mobile vehicle activated signs, discussion was had as to how many was to be purchased with some Members opting for one and some Members opting for two. After some debate it was agreed for two signs to be purchased. The Head of Community Services explained that the next step would be for Leicestershire County Council to visit the desired sites for location to assess suitability.

Councillor D Everitt put forward his support for the Green Gym project on Melrose Road.

The Chairman commented that he had been approached by a Councillor regarding the state of the grass cutting around the town centre, particularly the top of Owen Street and Margaret Street and the jitty down to the former Arriva garage. He asked Members if they would like to fund a one off cut. Members agreed. The Head of Community Services explained that this was Leicestershire County Council land and unfortunately it did not get cut as regularly as District land nearby.

RESOLVED THAT:

The 2015/16 Outturn be noted.

Chairman's initials

RECOMMENDED THAT:

The progression of the following projects from the use of reserves for capital schemes in 2016/17:

- a) £8,000 for two Mobile Vehicle Activated Signs.
- b) £12,000 for a Green Gym at the existing play hub at Melrose Road, Thringstone.
- c) An initial one off cut be undertaken on the grass areas on Margaret Street and Owen Street and the jitty to the former Arriva garage and then maintained for the financial year.

9. DATES OF FUTURE MEETINGS

RESOLVED THAT:

The dates for future meetings be noted

Councillor M B Wyatt left the meeting at 7.25pm.

Councillor P Purver arrived at 7.25pm.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 8.04 pm

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2016

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 Capital Projects within the Coalville Special Expense Area
Recommendations	THAT THE WORKING PARTY 1) NOTE THE PROGRESS UPDATE ON 2016/17 CAPITAL PROJECTS

1.0 2016/17 CAPITAL PROJECTS UPDATE**1.1 Owen Street Recreation Ground – Changing Room Development – £115,563 (£30,563 S106, £85,000 CSE)**

Work on the new pavilion is now complete and the building has been formally handed over by the contractor to the football club. As agreed at the last meeting of the Working Party, officers will arrange a site visit for Members and would like to propose a visit on Thursday 27 October 4.00pm

Being supported by NWLDC officers, the club were hoping to have an official opening of the facility that would include a marquee game against a professional league team during August or September. However, the club have been unable to arrange this due to the unavailability of all local professional teams and so, with the approval from the Football Foundation, have agreed to move the official opening to the end of the football season (May/June) when it is hoped they can secure a game against prestigious opposition to mark the occasion.

1.2 Thringstone Miners Social Centre – £7,431

Planning approval has been given for the fencing for the proposed new training pitch, but is still being awaited for the footpath diversion. Once this has been received, an officer will support the trustee's with a funding application to allow the remainder of the project to be delivered.

1.3 Cropston Drive Recreation Ground – Balance £7,500

Work has commenced on improving the area, with the entrance drive having been levelled and the hedge works due to be completed during the w/c 3 October. Further

general grounds improvements will be undertaken following the hedge works and the hardstanding area and associated equipment will be upgraded during w/c 31 October.

1.4 **Urban Forest Park, Coalville – Balance £7,073 (S106 funding)**

There is still an outstanding amount of S106 funding, officers are currently seeking costs for boundary improvements including car park fencing.

Following a recommendation at the working parties last meeting in April Cabinet have approved the potential renaming of the Urban Forest Park through a community consultation exercise to seek preferred names. The Council's Community Focus Team will support this consultation process which will commence in October/November once schools have returned following their summer break.

Officers have discussed the site with the National Forest who advised that they are not looking to take on the management of any woodland but are focussed on facilitating the creation of new woodland. They also advised they would not put in public toilets in such areas due to the significant cost unless there was surrounding infrastructure such as a museum, cafe, interpretation centre or paid for activities.

1.5 **Thringstone Bowls Club Toilet Block**

This project is now fully completed.

1.6 **Bench in Thringstone**

This project is now fully completed

1.7 **Memorial Trees - £2,000**

A site visit for Members has been arranged at Urban Forest Park in advance of the Working Party meeting. Revised proposals will be presented at the site meeting for consideration.

1.8 **Phoenix Green Bridge Mural**

This project is now fully completed

1.9 **Green Gym at Melrose Road - £12,000**

3 quotes within budget have been obtained for equipment. Officers will now liaise with Ward Members on final proposals with a view to placing order w/c 17 October.

1.10 **Scotlands Play Hub Development - uncosted**

It has previously been agreed by the group to defer any work on identifying improvements to Scotlands Playing Field until the situation regarding the Lillehammer Drive MUGA has been resolved. The Council are currently engaged in dialogue with Barratts regarding this matter.

1.11 **Mobile Vehicle Activated Signage - £4,000**

Officers have contacted LCC with proposed locations for the signs and are awaiting confirmation of a date they can visit the district to discuss these. Once undertaken, a map will be completed showing the agreed sites and the following process will be adhered to-:

- Sign and return a required Memorandum of Understanding, which is an agreement between NWLDC and LCC on the management of the MVAS signs.
- LCC will then arrange to have the lamp posts inspected for suitability (this stage is currently running 6 months behind schedule)
- NWLDC to purchase the preferred units and use.

1.12 **Improved Parks Signage - uncosted**

This is for Urban Forest Park (once renamed) and Coalville Park. LCC have confirmed their signage changes in Coalville are now complete.

1.13 **Melrose Road Recreation Ground, Thringstone - uncosted**

Officers have met with representatives of Friends of Thringstone to consider improvements to Melrose Road Recreation Ground with the intention being to develop the area from a recreation ground into a Park for Thringstone. The site will still be usable and maintained for use as a football pitch but the exterior and entrances will be improved to include trees, benches and planted areas. It is not proposed at this point to add equipment as it is felt the nearby play hub is the preferred location for equipment. Officers will develop proposals and costings and will present ideas to the next meeting in December for consideration.

1.14 **Coalville Market Toilets**

This project is now fully completed and the toilets are open on a Sunday between 10am and 4pm, no vandalism has been reported to date.

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2016

Title of report	2016/17 EVENTS UPDATE
Contacts	Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk Cultural Services Team Manager 01530 454769 wendy.may@nwleicestershire.gov.uk
Purpose of report	To update members with regards to 2016/17 events and projects funded within the Coalville Special Expense Area
Recommendations	THAT THE WORKING PARTY 1) NOTE THE PROGRESS UPDATE ON 2016/17 EVENTS 2) RECOMMEND £3,000 BE ALLOCATED FROM RESERVES TO COVER REPLACEMENT TIMERS FOR CHRISTMAS LIGHTS 3) CONSIDERS INITIAL PROPOSALS FOR 2017/18 EVENTS

1.0 2016/17 REMAINING EVENT PROGRAMME FOR COALVILLE

1.1 December – Christmas Lights Switch On Event (Budget £8,250)

The 2016 Coalville Christmas Lights Switch On event this year will be celebrated as ‘Christmas in Coalville’ on Saturday 3 December, 10am to 5pm. The event is a joint initiative with Coalville Town Team featuring an entertainment zone at Coalville Market and car park and a food and drink zone at Belvoir Shopping Centre.

Hermitage FM will comper a stage show including a local schools choir competition, music and entertainment from a variety of acts with a headline act ‘Little Chicks’ (Little Mix tribute band).

Other Christmas themed activities will include a Santa’s Grotto with real reindeer, fair rides, Woodies Wings (Owls), activities in the Market and a firework finale at 5.00pm.

It has already been agreed that free car parking will be available in both Ashby de la Zouch and Coalville for five consecutive Saturdays in December (3, 10, 17, 24 and 31).

1.2 Coalville Christmas Decorations (Budget £16,000)

The Council last year entered into a five year contract with Field and Lawn for the Coalville Christmas Decorations, Christmas 2016 is year two of the contract.

A Christmas Tree with lighting will be installed in Memorial Square. The cost to provide a Norway Spruce (8.75m) Christmas Tree (from a specialist supplier due to its size) is approximately £900 (plus installation) and a more attractive barrier (picket fence style) is being purchased this year at a one off cost of £565.

Following inspection and testing we have been informed nine lamp column timers are faulty and need to be replaced. Each timer has been costed at £290, therefore an additional expenditure of £2,610 is anticipated.

There is a limited amount set aside for repairs within the budget but any excess will require funding from reserves. Exact costs will be supplied to the next meeting but approval is sought to allocate up to £3,000 from reserves.

1.3 Coalville Events – October-November 2016

A poster showcasing events in Coalville for October and November can be seen in Appendix One.

2.0 2017/18 PROPOSED EVENTS PROGRAMME

2017/18 PROPOSED COALVILLE EVENTS
21 April to 25 April – St George’s Day (The installation of the English flag in various locations to celebrate St George’s Day)
24 June – Proms in the Park (A celebratory evening of music and entertainment in Coalville Park)
25 June – Picnic in the Park (including street entertainers in performance area, live music and community groups)
August 2017 – Coalville by the Sea Family event celebrating the Great British seaside
2 December – Christmas in Coalville Christmas entertainment and festive food and drink festival

- 2.1 It is proposed that a review of the Coalville by the Sea event is undertaken to look at options to mitigate against wet weather conditions and to consider the development of the event in the future.

APPENDIX ONE



COALVILLE EVENTS

OCTOBER-NOVEMBER 2016

NATIONAL POETRY DAY
COMPETITION: 'MESSAGES'.....  THROUGHOUT OCTOBER
COALVILLE LIBRARY



SATURDAY
8 OCTOBER

BOOK SALE

COALVILLE
LIBRARY



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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY – 13 OCTOBER 2016

Title of report	COALVILLE SPECIAL EXPENSES 2016/17 P5 POSITION
Contacts	<p>Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk</p> <p>Financial Planning Team Manager 01530 454707 pritesh.padaniya@nwleicestershire.gov.uk</p>
Purpose of report	To inform Coalville Special Expense Working Party of the 2016/17 P5 position
Recommendations	<p>THAT THE WORKING PARTY</p> <p>1) NOTES THE 2016/17 P5 POSITION</p>

1.0 REVENUE 2016/17

1.1 The 2016/17 P5 position is currently forecasting an over spend of £6,300 with a contribution from balances of £4,381. See Appendix 1

The forecast variances include:

- a) Broomleys Cemetery – reduced burial & monument income of £3,800
- b) Events expenditure – increased costs of £2,500

Officers will continue to look to mitigate against and recover these variances within the wider expenditure budgets during the next 7 financial periods.

2.0 CAPITAL SCHEMES FUNDING

2.1 The capital schemes and breakdown of funding for 2016/17 can be seen at Appendix 2.

2.2 As previously reported a prudent level of reserve is 10% of operational expenditure ie £430,000 for 2016/17 so £43,000.

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COALVILLE SPECIAL EXPENSES 16/17 - PERIOD 5 ACTUALS & FORECASTED OUTTURN

	2016/17		
	Original Estimate	Actuals & Commitments as at 04.09.16	Forecasted Outturn
	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	281,000	121,764	280,925
Broomley's Cemetery	12,700	6,387	16,543
One Off Grants	2,000	250	2,000
Coalville Events	54,380	28,733	56,912
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	350,080	157,134	356,380
Service Management recharges	79,060	19,765	79,060
ANNUAL RECURRING EXPENDITURE	429,140	176,899	435,440
FUNDED BY:			
Use of Reserves	-1,919	-	4,381
Precept	368,982	-	368,982
Localisation of Council Tax Support Grant	62,077	-	62,077
	429,140	0	435,440
BALANCES 1st APRIL	83,336	83,336	83,336
IN YEAR APPROVED SCHEMES TO BE FUNDED FROM BALANCES	0	0	-22,235
CONTRIBUTION TO RESERVE	1,919	0	-4,381
BALANCES 31st MARCH	85,255	83,336	56,720

2016/17

- At the end of period 5 the Coalville Special expense outturn figures are forecast to be overspent by £6,300 with a contribution from balances of £4,381 required.

The reasons for this are:

- Broomleys Cemetery - reduced burial income £3.8k.
- Coalville Events - increased events expenditure +£2.5k.

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

- Two Mobile Vehicle Activated Signs £8,000
- Green Gym at Melrose Play Hub £12,000
- Opening of Public toilets on a Sunday £1,000
- Initial one off cut & ongoing mtce to grass areas - Margaret Str, Owen Street & jitty to the former Arriva garage £1,235

OTHER CV SPECIAL EXPENSE RESERVES	Balances 01.04.16	Contributions 16/17	Actual & Committed Exp 16/17	Balance as at 04.09.16
EARMARKED RESERVES	£	£	£	£
CV MEMORIALS - MAJOR REPAIRS/VANDALISM	2,740	0	0	2,740
CV MARKET NEON SIGNAGE	3,000	0	0	3,000
ASSET PROTECTION RESERVES				
CEMETERY/RECREATION GROUND	33,231	3,600	0	36,831
S106 PLAY AREA/OPEN SPACE MTCE (committed for future years)	11,792	0	4,137	7,655
	50,763	3,600	4,137	50,226

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SPECIAL EXPENSES - CAPITAL PROGRAMME 16/17 as at 04.09.16

	BUDGET	ACTUAL EXPENDITURE	04.09.16 BALANCE
FUNDING	£	£	£
BALANCE B/FWD 01.04.16 (ASSET PROTECTION)	82,820		
ASSET PROTECTION CONTRIBUTION 2016/17	400		
REV CONTRIBUTION TO CAPITAL SCHEMES	0		
S106	7,073		
TOTAL FUNDING	90,293		
CAPITAL PROGRAMME			
Owen Street - Floodlights upgrade	779		779
Owen Street - Changing room development	60,471	53,733	6,738
Cropston Drive BMX track	7,500		7,500
Thringstone Miners Social centre	2,821	390	2,431
Urban Forest Park - Footway & Drainage improvements	7,073		7,073
Thringstone - new bench	600		600
Thringstone Miners Social Welfare Site - training area (10% contr)	5,000		5,000
Urban Forest Park - WW1 Memorial project	2,000		2,000
Phoenix Green Bridge Mural - restoration	4,049	4,049	0
TOTAL BUDGETED EXPENDITURE	90,293	58,172	32,121
UNALLOCATED FUNDING	-		

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