

Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Thursday, 11 January 2018
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
<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 10 October 2017	<b>3 - 8</b>
<b>4. 2017/18 EVENTS UPDATE</b>	
Report of the Cultural Services Team Manager	<b>9 - 14</b>
<b>5. CAPITAL PROJECTS UPDATE</b>	
Report of the Leisure Services Team Manager	<b>15 - 18</b>
<b>6. COALVILLE SPECIAL EXPENSES 2017/18 P8 POSITION/FORECAST OUTTURN AND DRAFT 2018/19 BUDGET</b>	
Report of the Leisure Services Manager	<b>19 - 22</b>



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, 10 OCTOBER 2017

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, Mrs W May, Ms K Greenbank, Mrs C Ridgway and Mrs R Wallace

## **10. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

## **11. DECLARATIONS OF INTEREST**

Councillor M B Wyatt declared a non pecuniary interest in any reference to Coalville Town Centre as a business owner.

Councillor J Geary declared a non pecuniary interest in item 5 – Capital Projects Update as a regular supporter of Coalville Town Football Club and a founder member of Mantle Lane Arts.

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

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

Consideration was given to the minutes held on 11 July 2017.

The Chairman referred to discussion had on mobile vehicle activated signage where it was requested that a letter be sent to the Leader of Leicestershire County Council regarding the disappointing level of service for replacing damaged signs. The Leisure Services Team Manager confirmed that the letter had not yet been sent but agreed to do so as soon as possible.

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

RESOLVED THAT:

The minutes of the meeting held on 11 July 2017 be approved and signed by the Chairman.

## **13. 2017/18 EVENTS UPDATE**

The Cultural Services Team Manager presented the report and informed Members that all events had cost less to run this year, therefore the overall budget was underspent. She advised that the Proms and Picnic in the Park event had been shortlisted for a Leicestershire Tourism and Hospitality Award and an update would be sent to Members in due course. Members thanked officers for the work undertaken on a fantastic event.

### Coalville by the Sea

The event was very successful with an estimated 1000 people in attendance. Due to the popularity of the event and feedback received, the feasibility of extending the event was being considered for future years. The relocation back to Marlborough Square was also being considered.

Councillor M Specht thanked officers for their work on the event and also thanked the sponsor for the donation of the sand. Councillor J Legrys concurred.

#### Christmas is Coalville

Planning was well underway and the Council was leading on all key elements, following agreement to this arrangement with the Coalville Town Team. It was confirmed that there would be free parking on the five Saturdays in December. It was reported that the food, drink and craft element would be different this year with more emphasis on placing stalls around the Christmas tree area in the precinct, along with music, entertainment and competitions.

Councillor M B Wyatt asked if arrangements had been made to utilise Memorial Square as he felt it had been neglected in previous years. He added that the Red House had offered the use of the car park and he felt it would be good to have some atmosphere at that part of the town. The Cultural Services Team Manager reported that the area had been considered but they had been conscious of spreading the event too far with regards to the management of the event. She felt that the market and its car park was a good main attraction area that was safe. Councillor M B Wyatt expressed his frustration at the response as he believed that Memorial Square was an important part of town and should be utilised. The Cultural Service Team Manager agreed to look into options available.

Councillor M Specht felt that it would be a good area to use especially with the cooperation of the Red House. He suggested that a band such as the Salvation Army or a choir could perform in the area. The Cultural Services Team Manager confirmed that a brass band were performing in the town centre and agreed to look into the possibility of locating them to Memorial Square.

#### Christmas Lights

The lights were scheduled for installation which included the additional items approved by Cabinet on 19 September.

#### Coalville Commemorates

Members met on site at Memorial Square to discuss ideas for a commemorative artwork on 13 September, the outcome of which was the following three options:

- Option 1 – an interpretive mosaic
- Option 2 – commemorative benches
- Option 3 – a cross made from gun metal located in the ‘Remembrance Garden’

Councillor J Legrys moved option 3 and it was seconded by Councillor R Adams.

The Chairman felt that it was important to have something in place that would last another 100 years and after seeing a gun metal cross, he believed it would be very fitting. It would also include engravings. Councillor D Everitt commented that it was the simplicity of it that was appealing and felt it was appropriate in all ways. Councillor J Legrys commented that a large quantity of gun metal was being unearthed in Belgium and it would be nice to have that specific material if possible. The Chairman added that the cost would be more than the £2000 originally budgeted for the project but officers would investigate further and provide Members with some costings.

Councillor M B Wyatt felt strongly that the proposal was a waste of money considering the other things that required funding. He believed that something more meaningful could be installed that did not cost such a large amount of money.

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

## RESOLVED THAT:

- a) The progress update on 2017/18 events be noted.
- b) The initial proposals for 2018/19 events be noted
- c) Officers investigate further into the procurement of a gun metal cross to be located in the Remembrance Garden at Memorial Square and report the progress at the next meeting.

**14. CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report to Members, providing an update on the ongoing projects.

Owen Street Recreation Ground

Following concerns regarding the sustainability of the floodlights, officers had met with Property Services to identify a number of options and associated costs. These would be circulated to Members in due course. Any funding streams available were also being investigated.

The official opening of the changing pavilion would be taking place on 8 November. All Coalville Special Expenses Working Party Members had been formally invited and the format of the event was detailed within the report.

Hermitage FM had asked to place a radio transmitter at Owen Street Recreation Ground and work was currently underway to progress this with the support from officers and Members.

Thringstone Minors Social Centre Training Pitch

Planning approval had been given for both the fencing and footpath diversion, in addition the Board had three new trustees and a new Chair. It was hoped that the progression of the training pitch would be discussed at the next meeting of trustees in October/November.

Coalville Forest Adventure Park

In accordance with Members request at the last meeting to fund proposed improvements to the park, officers were finalising a bid for funding for the submission deadline of 30 October. The application would be considered on 27 November.

Mobile Vehicle Activated Signs

The Community Focus Officer advised that Leicestershire County Council had inspected and approved the proposed columns. As per the Council's procurement rules, quotes from three companies had been obtained and the details were circulated to Members. After further discussions Members preference was option three – Messagemaker Displays. The Community Focus Officer also advised that Leicestershire County Council had agreed to collect data from Warren Hills Road over the coming weeks and would be meeting with officers in November to discuss the options available.

Melrose Road Recreation Ground

The seating would be installed at the end of September and the planting of the shrubbery would take place in February. Councillor D Everitt referred to a decision made at a previous meeting to site one of the benches at the play hub and asked if this had been done. Members were still happy with the previous agreement and therefore The Leisure Services Team Manager agreed to make the arrangements.

### Melrose Road Play Hub

Although the landowner of the wooded area agreed in principle to the installation of the footpath in July, formal written approval had not yet been received despite officers numerous attempts. The Leisure Services Team Manager assured Members that officers would continue to pursue this.

### Coalville Park

Concerns had been received regarding the quality of the play equipment and Members noted previous investments. Councillor M B Wyatt commented that the equipment was poor.

The toilets were currently being vandalised on a regular basis. Property Services were looking at options available to reduce anti-social behaviour and the ongoing costs associated with the damage caused. All options would be brought back to the group for consideration.

Discussions had been had with Fields in Trust regarding placing Coalville Park in trust in perpetuity in order to protect it as an open space. Currently, Fields in Trust had an initiative which encouraged landowners to dedicate a recreational space as a 'Centenary Field' to commemorate the end of World War 1 and to remember those that lost their lives. The peace garden might meet the criteria for this and could be another way to celebrate the centenary in 2018. Councillor M B Wyatt felt that it was difficult to support the proposal when in his opinion the cemetery opposite, in which war veterans had been laid to rest, could be developed rather than Coalville Park. He asked if it was possible to have a two designate areas so close together. The Chairman responded that it would be possible to have both spaces designated, if the criteria was met. Councillor R Adams questioned if a cemetery could be designated as the definition referred to 'the protection of places for recreation, sporting activities and open space'. Discussions then ensued regarding whether a cemetery was a place for recreation. The Head of Economic Development agreed to look into options for the cemetery with regards to Fields in Trust and to report back to the next meeting.

Desire had been expressed to obtain the Green Flag Award for Coalville Park and if Members were supportive, officers would consider the implications of assessment and any improvements that may be required to obtain the accreditation. As Ward Member, Councillor J Legrys was very supportive. He understood it would involve a lot of work and investment but would like officers to investigate further. Members agreed. In response to a question from Councillor N Clarke, the Head of Economic Development confirmed that there would be a cost involved to apply for the accreditation and there would need to be some investment to improve the standard of the park.

### Lillehammer Drive

The Section 106 Deed of Variation had finally been signed by both the District Council and Barratt's, with the understanding that this meant that the MUGA would have to be removed within six weeks and then the commuted sum for the maintenance of open space would be received. Unfortunately it had transpired that not all planning conditions had been fulfilled and officers were still waiting for a revised landscaping scheme to replace the MUGA. Officers had attempted to resolve the matter but Barratt's had been unresponsive. Members were assured that Legal Services were continuing attempts to resolve the matter.

Councillor J Legrys commented that officers had worked tirelessly on the matter and he was aware that the fault lied with the developer. He congratulated officers on their persistence.

It was moved by Councillor N Clarke, seconded by Councillor R Adams and

RESOLVED THAT:

- a) The progress update on 2017/18 Capital Projects be noted.
- b) The mobile vehicle activated signs be purchased from Messagemaker Displays.

## **15. COALVILLE SPECIAL EXPENSES 2017/18 P5 POSITION**

The Leisure Services Team Manager presented the report to Members, highlighting the current forecasted underspend with a contribution to balances of £16,450.

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

RESOVLED THAT:

The 2017/18 period 5 position be noted.

## **16. LONDON ROAD CEMETERY**

Councillor M B Wyatt asked Members to consider investing funds to improve the condition of London Road Cemetery. He explained that the cemetery was full of history with World War 1 veterans laid to rest there along people from Ibstock Colliery. He felt there was a lot to be learnt but the condition of the site was off putting as it was very overgrown and untidy. He believed that it was a real waste of space, and as it costs money to be opened and closed each day, then some investment was needed. Councillor M B Wyatt added that he was aware of grants that were available to make improvements and asked officers to investigate. He asked that if Members were in support of this, then it be looked at relatively soon as the main wall was crumbling.

The Chairman expressed his disappointment that areas such as this were being lost and agreed that he would like to see a report on the options available to them to make improvements.

Councillor M Specht agreed that cemeteries were being neglected across the country and he felt it was a real shame.

Councillor J Legrys felt that it was a very good place to visit and reflect. He commented that he had been approached by local residents regarding anti-social behaviour in the cemetery, and agreed that some investment was needed.

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

RESOLVED THAT:

A report outlining issues and options available for improving London Road Cemetery be presented at a future meeting.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.50 pm

This page is intentionally left blank



**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL****COALVILLE SPECIAL EXPENSES WORKING PARTY – 11 JANUARY 2018**

Title of report	<b>2017/18 EVENTS UPDATE</b>
Contacts	<p>Head of Community Services 01530 454832 <a href="mailto:paul.sanders@nwleicestershire.gov.uk">paul.sanders@nwleicestershire.gov.uk</a></p> <p>Cultural Services Team Manager 01530 454769 <a href="mailto:wendy.may@nwleicestershire.gov.uk">wendy.may@nwleicestershire.gov.uk</a></p>
Purpose of report	To update members with regards to 2017/18 events and projects funded within the Coalville Special Expense Area
Recommendations	<p><b>THAT THE WORKING PARTY</b></p> <ol style="list-style-type: none"> <li><b>1) NOTE THE PROGRESS UPDATE ON 2017/18 EVENTS</b></li> <li><b>2) NOTE THE PROGRESS OF THE PLAN TO COMMEMORATE THE CENTENARY OF THE END OF WW1</b></li> <li><b>3) CONSIDER INITIAL PROPOSALS FOR 2018/19 EVENTS</b></li> </ol>

**1.0 EVENT PROGRAMME UPDATE FOR COALVILLE****1.1 2017/18 Event programme**

The following event programme is being progressed; members of this working party have been involved in the planning process and have received updates on progress at the event sub-group meetings.

<b>2017/18 COALVILLE EVENTS</b>	<b>2017/18 Allocated budget</b>	<b>Status</b>
<b><u>21 April to 25 April – St George’s Day</u></b> (The installation of the English flag in various locations to celebrate St George’s Day)	<b>£150</b>	<b>Delivered</b>
<b><u>24 June – Proms in the Park</u></b> (A celebratory evening of music and entertainment in Coalville Park)	<b>£3,300</b>	<b>Delivered</b>
<b><u>25 June – Picnic in the Park</u></b> (including street entertainers in performance area, live music and community groups)	<b>£12,980</b>	<b>Delivered</b>
<b><u>4 August 2017 – Coalville by the Sea</u></b> Family event celebrating the Great British seaside	<b>£2,000</b>	<b>Delivered</b>
<b><u>2 December – Christmas in Coalville</u></b> Christmas entertainment and festive food and drink festival	<b>£8,500</b>	<b>Delivered</b>
<b>Total</b>	<b>£26,930</b>	

## 1.2 Christmas in Coalville – Saturday 2 December 2017

- 1.2.1 Christmas in Coalville was celebrated on Saturday 2 December, 10am to 5.30pm and attracted crowds from Coalville and the wider district. The main stage and entertainment area was located in Coalville Market car park to ensure safe event delivery, there were no security, health and safety or lost children incidents reported.

Hermitage FM compered a comprehensive stage show of music and entertainment from a variety of acts with headline act 'The Steps Show'. Other Christmas themed activities included Santa's Grotto, real reindeer, fair rides, street entertainers, winter themed mascots, activities in the market, Aladdin pantomime characters and firework finale at 5.00pm.

Use of Belvoir Shopping Precinct was permitted to accommodate a selection of food, drink and Christmas craft stalls and a variety of music and entertainment was scheduled in the area working with Hermitage FM and various street performers.

Regular Coalville Market traders were joined by guest stalls to provide a range of gifts and Christmas merchandise to visitors to the market, while the Coalville Heroes exhibited their Famous 50 interactive display for the final time

Additional entertainment was programmed for Memorial Square, which included: music from Hermitage FM, barrel organist John Finney, Leicestershire Co-op band and street entertainers.

Free car parking also started in both Ashby de la Zouch and Coalville for five consecutive Saturdays from the event date covering 2, 9, 16, 23 and 30 December (council owned car parks).

The district council's Business Focus and Communications Teams worked with businesses in the lead up to Christmas in Coalville to help businesses to take the opportunity to benefit from the additional footfall into the town centre as a result of the Christmas event. The teams invited businesses to share their promotional offers/messages to enable district council retweets, businesses were visited and encouraged to participate in the Toy Trail and Christmas window competitions and businesses were given the opportunity to participate in the food, drink and craft market.

- 1.2.2 Following the event on Friday 8 December a number of officers engaged with 134 town centre businesses to evaluate Christmas in Coalville, a further 34 businesses were closed, busy or chose not to offer a response. The following information was gathered:

Christmas in Coalville - event impact on business		Preferred date for Christmas in Coalville 2018		Avoid the same date as Christmas in Ashby event (if possible)	
Positive	38%	24 Nov	16%	Yes	72%
Neutral	51%	1 Dec	51%	No	7%
Negative	11%	No preference	33%	No preference	21%

- 1.2.3 Further information has been gathered via social media (twitter and Facebook), the information is summarised below:

Twitter - on Saturday 1 December the district council tweeted exclusively about Christmas in Coalville. We had 9,300 impressions on these tweets – which means they appeared 9,300 times in people's twitter feeds. 1.9% of these were clicked on, retweeted, liked or

replied to by users (1.0% is considered average). This is not to say that only 1.9% absorbed the tweets, this can be done without clicking on retweeting. There were 50 retweets and 45 likes of our tweets on the day.

Facebook 'Coalville: Past and Present' – following the event the question 'who went to the Coalville lights switch on and what did you think?' was posted, the post created 52 comments (not all relevant to the question), the comments can be summarised as follows:

- Positive about the event - nine
- Negative about the event – four
- More stalls needed in the food, drink and craft area – three
- Avoid the same day as 'Christmas in Ashby' – five
- Change location – three
- Improve publicity – four
- Improve fireworks - four

Based on the information from the business evaluation and Facebook comments members may wish to consider which date Christmas in Coalville is delivered on in 2018.

### 1.3 Picnic in the Park 2018

Coalville Miners Gala committee wishes to be involved in Picnic in the Park 2018. The committee wants to showcase and celebrate the heritage of our communities in North West Leicestershire at Picnic in the Park. The committee's aspiration is to grow the miners gala into a standalone event for the town of Coalville in its own right. Members may wish to support this request to enable the continuation of the celebration of the heritage in the District through the committee's attendance and involvement in Picnic in the Park in 2018.

The event will continue to be marketed, communicated and promoted as Picnic in the Park ensuring that the identity of the event is retained. Coalville Miners Gala committee's offer could be identified as an element of the wider offer in the same way as other elements of the event are included. This approach would support the retention of branding and focus of Picnic in the Park and give the miners' gala committee a platform to promote the district's heritage and help them to work towards their future aspirations.

### 1.4 Leicestershire Promotions 2017 Hospitality and Tourism Awards

Proms and Picnic in the Park 2017 was shortlisted as a finalist in the category of 'Favourite Festival/Event (free event)' in the Leicestershire Promotions 2017 Hospitality and Tourism Awards. The winners were announced on 30 November 2017 at an awards evening in Leicester, unfortunately on this occasion Proms and Picnic in the Park did not win. The district did have success in other categories with Conkers winning in the Great Day Out (large attraction) category.

### 1.5 The meeting of the events sub group for 2018 are scheduled as follows:

- Wednesday 24 January, 5pm
- Wednesday 28 March, 5pm
- Wednesday 26 September, 5pm

### 1.6 Coalville Events – December 2017

A poster showcasing events in Coalville (December 2017) can be seen in Appendix one A poster for February to May is being prepared ready for distribution in January 2018.

## 2.0 2018/19 PROPOSED EVENTS PROGRAMME

<b>2018/19 PROPOSED COALVILLE EVENTS</b>
<b>20 April to 25 April – St George’s Day</b> (The installation of the English flag in various locations to celebrate St George’s Day)
<b>23 June – Proms in the Park</b> (name change and increased hours proposed) (A celebratory evening of music and entertainment in Coalville Park)
<b>24 June – Picnic in the Park</b> An afternoon of entertainment and family fun including street entertainers in performance area, live music and community groups)
<b>August – Coalville by the Sea</b> (date, location and duration tbc) Family event celebrating the Great British seaside
<b>24 November or 1 December – Christmas in Coalville</b> Christmas entertainment, music, arts and produce

- 2.1 Event planning and development work will commence early 2018.

## 3.0 CHRISTMAS LIGHTS

- 3.1 The Christmas lights were installed on schedule by our contractor Field and Lawn. The lights on the tree in Marlborough Square were subject to vandalism on the evening of 6 December. The vandalism was reported to the police and a crime number was issued.

## 4.0 COALVILLE COMMEMORATIVES

- 4.1 At the meeting of CSEWP on 10 October 2017 it was resolved that officers investigate further into the procurement of a gun metal cross to be located in the Remembrance Garden at Memorial Square and report the progress at the next meeting.

Gun metal is a kind of bronze; anything sculpted from gun metal would be cast from this metal. This requires both a sculptor and a foundry. Currently, Talos art foundry costs the casting out as between £15,000 and £20,000. Then an artist will need to be procured to create the form from which the casting will be made, the foundry confirmed that carving it from wood would be the most suitable method.

Gun metal from Belgium is currently unavailable. The annual ‘iron harvest’ referred to in the previous minutes is largely composed of unexploded, and exploded shells, and other remnants of war. This is collected annually and destroyed by the Belgian army by controlled explosion. Procuring gunmetal from other scrap sources could be considered. Procuring guns and melting them down adds the cost of acquiring and transporting them, as well as potential acquisition costs pertaining to permissions of transporting firearms, though a scrap metal dealer lists scrap gunmetal at £2400 per ton, currently.

In addition to a ground survey, another consideration would be some kind of surface being created for a heavy metal cross. Broadly speaking, this will cost between £31,000 and £38,000, in total.

- 4.2 As a potentially less expensive alternative, officers are currently looking into the feasibility of a stone based sculptured monument. Given that there are currently three plinth-type stones, with plaques, facing the Clock Tower, the addition of some sort of similar, only grander in scale, would add continuity to the overall scheme.

In order to bring this in line with the project specification, there could be imagined some sort of carving in relief of figures, visually evocative of those who contributed to The War, from here at 'home'.

Though a ground survey will still be required, officers are pursuing the possibility of having this stone donated, prior to an artist working on it, the latter of which could drive costs higher again. Alternatively, the prospect of commissioning a local stone mason to oversee the design, development, and delivery of the stone is also being costed.

- 4.3 In considering the above ideas both options will be robust, low maintenance and of a construction that would last a significant amount of time. The budget allocated to this initiative is currently £2,000 and although we are yet to establish costs for the stone sculpture option, it is considered the cost for this option will be significantly less than the cost of a gun metal sculpture.
- 4.4 Should members support the principle of progressing a sculpture from stone, officers may then progress the idea, seek design and costing options to present back members. Members may also want to consider the amount of budget allocated to this initiative.



# COALVILLE CHRISTMAS EVENTS

VOODOO ROOM:

## A NIGHT OF HENDRIX AND CREAM

.....FRIDAY 1 DECEMBER 7.30PM | CENTURY THEATRE.....

FOOD, DRINK AND CRAFTS ❄️ FAMILY ENTERTAINMENT ❄️ CHRISTMAS LIGHTS SWITCH ON

## CHRISTMAS IN COALVILLE

SATURDAY 2 DECEMBER 10AM - 5PM MARKET HALL CAR PARK / BELVOIR CENTRE / MEMORIAL SQUARE

COALVILLE  
MARKET

## SANTA'S GROTTO



..... EVERY FRIDAY AND SATURDAY UNTIL 23 DECEMBER 12NOON - 4PM .....

## CHRISTMAS CRAFT FAYRE

CRAFT STALLS, FREE VISITS TO SANTA AND SINGING BY NEW SWANNINGTON,  
VISCOUNT BEAUMONTS AND ALL SAINTS PRIMARIES

SATURDAY  
9 DECEMBER  
10AM-3PM  
COALVILLE  
LIBRARY



SATURDAY 9  
AND SUNDAY  
10 DECEMBER

THE PANTO COMPANY PRESENTS

## ALADDIN



CENTURY THEATRE



## KIDS CHRISTMAS CRAFT CLUB

AGES 5-11, £7 EACH SESSION



.... SATURDAY 23 DECEMBER 2PM - 3PM | THE CRAFTY TREASURE HOUSE, HOTEL STREET .....



## CAROLS AROUND THE CHRISTMAS TREE



WITH HERMITAGE FM

SATURDAY 23 DECEMBER 3PM

MEMORIAL SQUARE

SATURDAY 2 DECEMBER - SATURDAY 30 DECEMBER

FREE SATURDAY CAR PARKING

For more info visit [www.choosecoalville.co.uk](http://www.choosecoalville.co.uk)

ChooseCoalville

ChooseCoalville

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL****COALVILLE SPECIAL EXPENSES WORKING PARTY – 11 JANUARY 2018**

Title of report	<b>CAPITAL PROJECTS UPDATE</b>
Contacts	<p>Head of Community Services 01530 454832 <a href="mailto:paul.sanders@nwleicestershire.gov.uk">paul.sanders@nwleicestershire.gov.uk</a></p> <p>Leisure Services Team Manager 01530 454602 <a href="mailto:jason.knight@nwleicestershire.gov.uk">jason.knight@nwleicestershire.gov.uk</a></p>
Purpose of report	To update members with regards to Capital Projects within the Coalville Special Expense Area
Recommendations	<b>THAT THE WORKING PARTY NOTE THE PROGRESS UPDATE ON 2017/18 CAPITAL PROJECTS</b>

**1.0 2017/18 CAPITAL PROJECTS****1.1 Owen Street Recreation Ground****1.1.1 Floodlights - £779**

Officers are in receipt of 3 quotes for the upgrading of the floodlights. All 3 have stated that the current floodlights pose a health and safety issue for 2 reasons:-

1. Replacements for the lamps can no longer be sourced. Consequently, repairs are being done internally to keep them working but a lack of covers for the lamps may lead to items falling onto the pitch which has happened previously.
2. The columns have been deemed unsuitable due to their lifespan and the condition of the bases.

However, all 3 contractors differ on their opinion with regards to the resilience of the columns with one stating that all 6 columns would need to be replaced and another stating that just the base units would need replacing. Consequently further investigative work is being undertaken by Property Services to try and fully understand the implications of both options.

The FA state that any refurbishment works undertaken to floodlights need to achieve a lux level of 180, which is higher than the 120 lux required currently, and which would also future proof the club against 2 promotions. This also means that an upgrade using metal halide lamps similar to those used currently would not be feasible for 2 reasons:-

1. The existing columns and masts would definitely not be able to support the weight of the amount of lamps required.
2. There would need to be an upgrade to the incoming electrical supply to meet the demand these lamps would create, and this would be extremely costly.

Consequently, the only option for the upgrade are LED lamps which are lighter and use less electricity.

Quotes received indicate that a refurbishment of this nature would cost anything between £35-45,000 dependent upon whether or not all the columns needed replacing. As the cost is over £25,000 then a formal tendering process would need to be followed. External funding cannot be accessed as no further applications can be submitted to the Football Stadia Improvement Fund for 5 years from the date of the £149,999 award made for the changing pavilion. Confirmation of this date is being sought. The football club also initially highlighted that they have no funding to contribute to the project due to the amount they allocated to the changing pavilion, although the question has been asked again given the ongoing saving they will have on utility bills from using LED lamps.

**1.1.2 Radio Transmitter**

Hermitage FM have approached the Council and Coalville Town FC with a view to locating a radio transmitter at Owen Street Recreation Ground in order to broadcast a new radio station aimed at improving the health and wellbeing of those aged over 60. A variation to the lease with the football club has been made allowing them to allow underlettings with the written approval of the council, and written approval has been given. A planning application for the works has been submitted by Hermitage FM and, once approved, the project can be delivered.

**1.2 Thringstone Miners Social Centre Training Pitch – £7,431**

Planning approval has been given for both the fencing and the footpath diversion and the Board has been revitalised by the addition of 3 new Trustees and a new Chair. At their AGM, the training pitch project was identified as a priority action for the forthcoming year by the trustees. No meeting of the Trustees has taken place since the Working Party last convened as a meeting scheduled for December was cancelled due to the weather. The meeting is being arranged for early in the new year.

**1.3 Coalville Forest Adventure Park – Balance £4,814 (S106 funding)**

The funding application to Bardon Hill Community Fund for £9,800 has been successful. Consequently work will commence in spring on delivering £13,814 of improvements presented to a previous meeting and it is anticipated these will be completed in summer.

**1.4 Mobile Vehicle Activated Signage - £8,000**

The MVAS units have been delivered and a schedule for their locations which commenced in January has been circulated. In addition, an order has been raised for the replacement of a column on Warren Hills Road so the units can also be used in that location.

**1.5 Melrose Road Recreation Ground, Park Development - £2,000**

New seating has been installed at both Melrose Road Recreation Ground and Melrose Road play area, and the planting of the shrubbery at the Recreation Ground will take place in February.

**1.6 Melrose Road Play Hub - £4,000**

Formal written approval has been received by the landowner of the wooded area and a legal agreement is being drawn up between the council and the landowner in support of the new path. Once this has been signed by both parties, the path will be installed.



### 1.7 **Coalville Park**

Achievement of the Green Flag Award has been included in the 2018/19 Council Delivery Plan. Discussions have taken place with a Green Flag assessor who will support the council on this journey and will be visiting site in the new year to meet staff, and discussions have commenced regarding the formation of a 'Friends of Coalville Park' group. In addition, further discussions have taken place with Fields in Trust over the process of putting the park into trust.

The quarterly tasks for the award are:-

- Quarter 1 - Identify improvements to be made to gain the award, and seek approval for proposals and costs from the Coalville Special Expense Working Party and Cabinet
- Quarter 2 - Establish a community based group to support the management of the park and seek to place the park in trust
- Quarter 3 - Develop a Management Plan for the park
- Quarter 4 - Undertake the accreditation process

As part of the quarter 1 action, consideration will be given to the play equipment and toilets. It should also be noted that applications are accepted annually with a deadline of 31 January, hence the reason the application cannot be submitted until January 2019.

### 1.8 **Lillehammer Drive**

Despite numerous attempts to obtain a revised landscaping scheme from Barratts, and promises made that they would deliver it, it has still not been forthcoming. The council have made or attempted to make contact with the legal representatives of Barratts on the following dates:-

- 18 July
- 14 August
- 21 September
- 25 September
- 28 September
- 29 September
- 16 October
- 6 November
- 8 December

Legal Services are now considering what further options are available. These include:-

- Consideration as to whether or not Barratts are in breach of the Deed of Variation and, therefore, may be subject to legal action.
- Removal of the planning requirement for them to submit a revised landscaping scheme. However, there may still be issues encountered in getting them to remove the MUGA, and they could leave the land in any state with an expectation that the council would then have to make it good.
- Continue to put pressure on Barratts to provide a revised landscaping scheme.

### 1.9 **London Road Closed Cemetery**

Officers will present to the meeting an overview of the works currently being delivered at the site, along with associated costs. They will also highlight works that will be undertaken to tidy the area, as well as options and costs for improving the area further, for Members to consider.

This page is intentionally left blank

# **NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

## **COALVILLE SPECIAL EXPENSES WORKING PARTY - 11 JANUARY 2018**

Report Title	<b>COALVILLE SPECIAL EXPENSES 2017/18 P8 POSITION/FORECAST OUTTURN AND DRAFT 2018/19 BUDGET</b>
Contacts	<p>Head of Community Services 01530 454832 <a href="mailto:paul.sanders@nwleicestershire.gov.uk">paul.sanders@nwleicestershire.gov.uk</a></p> <p>Leisure Services Team Manager 01530 454602 <a href="mailto:jason.knight@nwleicesterahire.gov.uk">jason.knight@nwleicesterahire.gov.uk</a></p> <p>Financial Planning Team Manager 01530 454707 <a href="mailto:tracy.ashe@nwleicestershire.gov.uk">tracy.ashe@nwleicestershire.gov.uk</a></p>
Purpose of report	To inform Coalville Special Expense Working Party of the 2017/18 P8 position with forecast outturn along with draft budget for 2018/19
Recommendations	<p><b>THAT THE WORKING PARTY</b></p> <p><b>1) NOTES THE 2017/18 P8 POSITION/FORECAST OUTTURN</b></p> <p><b>2) NOTES THE DRAFT BUDGET FOR 2018/19</b></p>

### **1.0 REVENUE 2017/18**

- 1.1 The 2017/18 P8 position is currently forecasting an under spend of with a contribution to balances of £12,896. See Appendix 1

The forecast variances include:

- a) Broomleys Cemetery – increased burial income of £7,000

The forecast position includes the following commitments:

- a) Footpath improvements to Melrose Road Playhub - £4,000
- b) Benches and landscaping at Melrose Recreation Ground and Playhub - £2,000
- c) Additional Christmas Lights - £4,055

### **2.0 CAPITAL SCHEMES FUNDING**

- 2.1 The capital schemes and breakdown of funding for 2017/18 can be seen at Appendix 2.
- 2.2 As previously reported a prudent level of reserve is 10% of operational expenditure ie £446,000 for 2018/19 so £44,600.

This page is intentionally left blank

**COALVILLE SPECIAL EXPENSES - 17/18 FORECASTED OUTTURN & 18/19 PROPOSED BUDGETS**

	2017/18			2018/19
	Original Estimate	Actuals & Commitments as at 03.12.17	Forecasted Outturn	Proposed Budgets
	£	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	279,620	180,754	279,139	283,110
Broomley's Cemetery	19,210	1,137	12,532	14,960
One Off Grants	2,000	739	2,000	2,000
Coalville Events	55,110	53,522	54,070	58,820
Other Expenses	500	5,474	500	550
<b>TOTAL SPECIAL EXPENSES (Net Cost Of Service)</b>	<b>356,440</b>	<b>241,627</b>	<b>348,241</b>	<b>359,440</b>
Service Management recharges	76,270	76,270	76,270	86,300
<b>ANNUAL RECURRING EXPENDITURE</b>	<b>432,710</b>	<b>317,897</b>	<b>424,511</b>	<b>445,740</b>
<b>FUNDED BY:</b>				
Use of Reserves	-4,697	-	-12,896	-16,126
Precept	379,020	-	379,020	403,479
Localisation of Council Tax Support Grant	58,387	-	58,387	58,387
	<b>432,710</b>	<b>0</b>	<b>424,511</b>	<b>445,740</b>
<b>BALANCES 1st APRIL</b>	<b>68,931</b>	<b>68,931</b>	<b>68,931</b>	<b>71,772</b>
<b>IN YEAR APPROVED SCHEMES TO BE FUNDED FROM BALANCES</b>	<b>0</b>	<b>0</b>	<b>-10,055</b>	<b>0</b>
<b>CONTRIBUTION TO RESERVE</b>	<b>4,697</b>	<b>0</b>	<b>12,896</b>	<b>16,126</b>
<b>BALANCES 31st MARCH</b>	<b>73,628</b>	<b>68,931</b>	<b>71,772</b>	<b>87,898</b>

**2017/18**

- At the end of period 8 the Coalville Special expense outturn figure is forecast to be underspent with a contribution to balances of £12,896.

The reasons for this are:

- Broomleys Cemetery - increased burial income £7k.

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

- Footpath improvements to Melrose Rd Play Hub, Thringstone £4,000
- Melrose Rd Rec Grd - two benches and landscaping £2,000
- Christmas Lights - additional lights £4,055

<b><u>OTHER CV SPECIAL EXPENSE RESERVES</u></b>	Balances 01.04.17	Contributions 17/18	Actual & Committed Exp 17/18	Balance as at 03.12.17
	£	£	£	£
<b><u>EARMARKED RESERVES</u></b>				
CV MEMORIALS - MAJOR REPAIRS/VANDALISM	2,740	0	0	2,740
CV MARKET NEON SIGNAGE	3,000	0	3,000	0
PURCHASE OF TWO MOBILE VEHICLE ACTIVATED SIGNS	8,000	0	5,372	2,628
<b><u>ASSET PROTECTION RESERVES</u></b>				
CEMETERY/RECREATION GROUND	36,579	4,000	5,102	35,477
S106 PLAY AREA/OPEN SPACE MTCE (committed for future years)	7,655	0	4,137	3,519
	<b>57,974</b>	<b>4,000</b>	<b>17,610</b>	<b>44,364</b>

**18/19 BUDGETS**

**Notes**

- The Council Tax base has increased from 5,966 in 17/18 to 6,351 for 18/19.

**Major Variances from 17/18 budget to 18/19 budget**

- CV Cemetery - increased cemetery income £5,100
- CV Parks & Rec Grds - increased Grounds Maintenance (inflationary increase) +£3,660
- Events - increased Events expenditure £3,460
- Various increased Service Management recharges +£10,030

## **SPECIAL EXPENSES - CAPITAL PROGRAMME 17/18 as at 03.12.17**

	BUDGET	ACTUAL EXPENDITURE	03.12.17 BALANCE
<b>FUNDING</b>	£	£	£
BALANCE B/FWD 01.04.17 (ASSET PROTECTION)	10,210		
ASSET PROTECTION CONTRIBUTION 2017/18	0		
REV CONTRIBUTION TO CAPITAL SCHEMES	0		
S106	4,814		
TOTAL FUNDING	15,024		
<b>CAPITAL PROGRAMME</b>			
Owen Street - Floodlights upgrade	779	0	779
CV Forest Adventure Park improvements	4,814	0	4,814
Thringstone Miners Social Welfare Site - training area (10% contr)	7,431	0	7,431
WW1 Memorial project	2,000	0	2,000
TOTAL BUDGETED EXPENDITURE	15,024	0	15,024
<b>UNALLOCATED FUNDING</b>	-		