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Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Tuesday, 13 October 2020
Location	Remote meeting using Microsoft Teams
Officer to contact	Democratic Services (01530 454512)

### AGENDA

Item	Pages
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. DECLARATIONS OF INTEREST</b>	
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.	
<b>3. MINUTES OF THE PREVIOUS MEETING</b>	
To confirm the minutes of the meeting held on 30 June 2020.	<b>3 - 8</b>
<b>4. 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 - 20</b>
<b>6. FINANCE UPDATE</b>	
Report of the Head of Community Services	<b>21 - 24</b>

Circulation:

Councillor M B Wyatt (Chairman)  
Councillor A J Bridgen (Deputy Chairman)  
Councillor E G C Allman  
Councillor A S Black  
Councillor D Everitt  
Councillor M French  
Councillor J Geary  
Councillor J Legrys  
Councillor J Windram

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Remote meeting using Microsoft Teams on TUESDAY, 30 JUNE 2020

Present: Councillor

Councillors E G C Allman, A S Black, A J Bridgen, D Everitt, M French, J Geary, J Legrys, J Windram and M B Wyatt

In Attendance: Councillors

Officers: Mr J Knight, Mrs W May, Mr P Sanders, Mr T Delaney and Mrs M Long

## **1. APPOINTMENT OF CHAIRMAN FOR ENSUING YEAR**

Melanie Long, Democratic Services Team Manager opened this first meeting of the civic year by inviting nominations for the appointment of Chairman for the ensuing year.

Nominations were moved and seconded in respect of Councillor M Wyatt and Councillor E Allman and, upon voting on each nomination, it was subsequently

RESOLVED THAT:

Councillor M Wyatt be appointed Chairman of the Coalville Special Expenses Working Party for the 20/21 civic year.

## **2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR**

A nomination was moved and seconded in respect of Councillor A Bridgen and, there being no other nominations, it was

RESOLVED THAT:

Councillor A Bridgen be appointed Deputy Chairman of the Coalville Special Expenses Working Party for the 20/21 civic year.

## **3. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

## **4. DECLARATIONS OF INTEREST**

Councillors Legrys declared a non pecuniary interest in any items relating to the Town Centre given his role as a volunteer at Hermitage FM; and Councillor Geary declared a non pecuniary interest in any item which referred to the Springboard Centre given his role as a director there and also to any reference to Mantle Arts and Coalville Football Club given his role as a Council representative on these bodies. They both remained for the entirety of the meeting.

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

Consideration was given to the minutes of the meeting held on 17 December 2019

**RESOLVED THAT:**

By affirmation of the meeting, the minutes of the meeting held on 17 December 2019 be approved as a correct record subject to a minor amendment to show that Councillor Geary moved the minutes of the previous meeting.

**6. EVENTS UPDATE**

Wendy May, Cultural Services Team Manager provided an update on the 2020/21 events and projects funded within the Coalville Special Expenses Area, the details of which were set out in the report. This included the impact on these events as a consequence of COVID-19. She advised Members that, since writing the report, there had been some early discussions with fairground operators given the recent relaxation of the lockdown rules, which may enable a funfair to be held later in the year, though it was too early to confirm that at this stage. She also reassured Members of the ongoing discussions surrounding Remembrance 2020 adding that a county-wide meeting was scheduled at the end of July.

The Cultural Services Team Manager took Members through the report and invited comments thereon.

The Chairman referred to the report on the Artwork at Needhams Walk stating that it was a very comprehensive report and that he agreed with the suggested recommendations. He stated that he was eager to see how the work on the Christmas lights could be progressed to enable a more robust contract to alleviate some of the issues of the past, adding that he believed there would be more funding coming forward from developers in the future. The Chairman urged Members to ask any future developers coming forward with applications in and around the town, if they would like to contribute to the Christmas lights in the future.

The Chairman invited comments from the floor.

Councillor Legrys asked whether, in light of the recent planning application from the precinct owner, discussions regarding Needhams Walk would be progressed or put on hold until the planning application had been determined.

The Cultural Services Team Manager advised that she had not had sight of the full details of the planning application but she considered that the artwork in this area to be 'the icing on the cake' and did not consider discussions at this very early stage to be a primary matter for the developer. Timely conversations would be had once she was in a position to better understand the anticipated timescales of the proposals of the planning application. The Chairman added that he had spoken with the precinct owners and he had mooted the idea of artwork at Needhams Walk and they were very favourable of the initiative and would very much like to support such a project. He agreed with the Cultural Services Team Manager that conversations on how this would be progressed would need to be had in a timely manner.

Councillor Geary fully supported this view and asked that conversations not be held with the developer until their intentions for the site were fully understood. With reference to Remembrance 2020, he asked for clarification on the references in the report to plans A, B and C. The Cultural Services Team Manager advised that Plan A – life is normal and the delivery of the event would be as previously, Plan B – dependant on guidance on the lockdown position and any restrictions on mass gatherings, restrictions on numbers may need to be applied and Plan C – should a full lockdown be imposed, there would be no external interaction and a completely virtual scenario may have to be enacted. She reiterated that, at this stage she did want to try and second guess where we will be in 4

months' time but wanted to reassure Members that plans were in place to cover for all eventualities.

By affirmation of the meeting it

RESOLVED THAT:

- (1) The progress update on the 2020/21 events programme be noted.
- (2) The progress update on the artwork options for Needhams Walk be noted.
- (3) Further development of options two and three for the Artwork at Needhams Walk be supported, subject to the outcomes of the planning application.

## **7. CAPITAL PROJECTS UPDATE**

Jason Knight, Leisure Services Team Manager provided an update on the 2020/21 capital projects, the details of which were set out in the report.

Upon the request of the Chairman, the Leisure Services Team Manager took Members through each item in turn and invited questions thereon.

Turning to the first item, Thringstone Miners Social Centre Training Pitch, Councillor Everitt advised that the issues surrounding the Club had been rumbling on for quite a while but he was hopeful that a solution would be found and that works could progress.

Councillor Geary added that Thringstone once had a prime football club within Leicestershire which had rapidly declined and he had been following the circumstances around this very closely over the past few years and he urged caution on the provision of funding until they could prove beyond all reasonable doubt that they were capable of running a stable organisation. The Leisure Services Team Manager assured Members that the Club had now left the site and had no involvement whatsoever, so any funding would go to the Trustees and any resident clubs who would oversee any projects.

On the issue of the Melrose Road Play Hub, Councillor Everitt asked whether stonemasons, who cut granite as a matter of course, had been contacted to do the work. The Leisure Services Team Manager advised that he could not confirm this but he would find out and report back outside the meeting. That said, he was confident that the contractors would be able to do this work and will be in a position to commence in the next two weeks.

In relation to Coalville Park, the Chairman expressed his concern regarding the capacity of the park in retaining the ability to hold future events adding that it would be a huge shame to lose this space. Therefore he encouraged any planting to be around the perimeter of the site and not in the centre which would render it incapable of being used to host large events.

Councillor Black and Councillor Allman echoed these concerns, acknowledging that enhancing green open spaces was vitally important but that this should not be at the expense of the ability to use those spaces.

Councillor Legrys asked that his thanks and appreciation be passed on to the Parks Team for their efforts in keeping Coalville Park maintained throughout the difficult past few weeks. He asked whether local residents and volunteers could be consulted on the design element of the planting scheme before a final decision was made. The Chairman gave his

assurance that no scheme would be progressed if it did not meet with approval from local residents.

Councillor Everitt stated that the problem over lack of green spaces was not limited to Coalville as this was replicated throughout the district with even the smallest pieces of land being built on. He endorsed the comments already made.

Councillor Allman made reference to a protection order for Ashby Baths Grounds and asked whether something similar was or could be applied to Coalville Pak. The Leisure Services Team Manager advised that protection was in place for the Park itself but not the field at the rear as this wasn't classed as part of the Park. If it were, then the Order might be able to be extended to cover it. In terms of consultation, he added that this was possible but regard needed to be had to the very strict timescales which needed to be met in order to access the funding so any consultation would need to be swift. It was agreed that he would look at some wording which could be put on the website seeking views from local residents.

Councillor Geary asked whether consultation on the skate park graffiti project could be deferred until Picnic in the Park next year to ensure that an opportunity to consult with young people was not missed. It was therefore agreed that this would be postponed until next year.

Turning to the issue of Lillehammer Drive, Councillor Legrys asked if there was any indication from Barratts as to when they were going to clear the site. The Leisure Services Team Manager advised that Barratts no longer have any responsibility for that site as it has been transferred to the District Council, and due to COVID-19 it was not possible to maintain it, but now that grass cutting had been resumed, this should now have been done.

On discussing Coalville in Bloom 2020, Councillor Geary asked whether the surplus could be spent on infrastructure for next year and would be ringfenced. It was confirmed that because the money was external funding specifically for this project then it had to be ringfenced to this project and would roll over to the next financial year with no impact on the precept.

Councillor Allman urged caution in extending the scheme into Ashby Road given that for much of next year it is likely to resemble a building site. The Chairman agreed that this would be taken into consideration.

In relation to Scotlands Bowls Pavilion, the Chairman asked whether the building was structurally sound and likely to still be a viable option to be taken on even if left empty for a while. He was advised that the biggest risk was damage caused through anti-social behaviour and additional fencing had been erected in an attempt to deter this. Councillor Geary sought clarification on the bowling green and how this was being maintained. He was advised that the grass was being cut but it was not being maintained as a bowling green as this would incur additional costs but he was assured that to return it to its former glory would not be too excessive and would only take a few weeks.

Turning to the issue of Asset Management, Councillor Allman expressed concern over the amounts being charged to the local authority by structural surveyors. He asked that we check to make sure we were using the right people as the figures appeared excessive given his knowledge in this field. The Leisure Services Team Manager advised that he would check with Property Services who are responsible for the procurement of the structural surveyors. Councillor Everitt echoed these concerns given his experience in the telecoms industry where over charging local authorities was said to be rife.

In relation to Scotlands Recreation Ground, Councillor Legrys asked if the football club would be inclined to want to fence it off to prevent dog fouling and he was advised that it would have to be retained as a public open space and could not be fenced off without Council approval and it would also be built into the lease that the Council could use the land for events should it wish to do so. Councillor Wyatt sought confirmation as to how much a lease for the football club would save Coalville Special Expenses. The Leisure Services Manager said that any income received above the annual fee paid by the club would effect a saving and that the club would also have to take on the liability and costs incurred through maintenance issues arising with either the grass pitch or the changing pavilion.

A lengthy debate was had on tree planting and the desire to protect trees from vandalism, ongoing maintenance, and the concerns expressed by local residents who would support tree planting to act as an intrusion barrier. Support was given to the possibility of planting more mature trees to help alleviate some of the issues raised and it was agreed to seek advice from the National Forest.

By affirmation of the meeting it was

**RECOMMENDED TO CABINET THAT:**

- (1) Approval be given to the allocation of £5,000 from S106 funding for the planting of trees and shrubs in the rear field at Coaville Park.
- (2) Approval be given to allocation of a maximum of £5,000 from balances for the planting of trees, shrubs and plants at Scotlands Recreation Ground.
- (3) Authority be delegated to the Chairman and Deputy Chairman in consultation with the Ward Member to progress the above initiatives and agree design works.

## **8. COALVILLE SPECIAL EXPENSES FINANCE UPDATE**

Paul Sanders, Head of Community Services presented the report.

The Working Party was advised that, at the time of writing the report, the revenue outturn and asset protection fund for 2019/20 was still being finalised. The provisional outturn will be reported to Cabinet on 23 July 2020 and an update will be provided at the next meeting of the Working Party in October.

It was noted that the 2019/20 outturn had not yet been finalised and therefore the opening balance of the reserve was likely to change.

Members were advised that, due to the pandemic, there would be a reduction in planned expenditure of £81k due to the suspension of the grounds maintenance services received (£52k) and the cancellation of a number of events (£28k). As the special expenses account is ring-fenced, the reduction in planned expenditure will be transferred into reserves. This has meant that that there will now be a contribution to reserves of £66k, compared to a budgeted deficit of £15k that was to be funded through reserves.

There is a planned maintenance programme in place for 2020/21. The approved budget is £46k, of which £24k is funded through the asset protection fund, £12k from reserves and £10k from external contributions. There has been no planned maintenance undertaken during the year yet and therefore nil expenditure.

By affirmation of the meeting it was

## RESOLVED THAT:

The 2020/21 Period 1 actuals and forecast outturn for the year, be noted.

Before the close of the meeting, Councillor Geary reported that during the lockdown period, the Owen Street Pavilion had been refurbished from top to bottom at the Football Club's expense which was welcome news. He also asked whether there would be any further meetings of the Events Sub Group before the end of the year. It was acknowledged that a date had been agreed for a meeting on 16 September at 5pm. The membership of this had been agreed at an earlier meeting. Councillor Geary asked if he could attend and was advised he would be welcome.

**POST MEETING NOTE - As the above date now clashes with a changed time to a meeting of the Local Plan Committee, the Events Sub Group will be held on Tuesday 15 September at 5pm.**

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.55 pm

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 13 OCTOBER 2020

<b>Title of Report</b>	<b>EVENTS UPDATE</b>
<b>Presented by</b>	Wendy May Cultural Services Team Manager
<b>Financial Implications</b>	There is significant underspend against the events budget 2020/21 due to the cancellation of events impacted by COVID-19. For events that are cancelled the forecasted income will not be achieved.
<b>Purpose of Report</b>	To update members with regards to 2020/21 events and projects funded within the Coalville Special Expenses Area
<b>Recommendations</b>	<b>THAT THE WORKING PARTY:</b> <b>1) NOTES THE PROGRESS UPDATE ON 2020/21 EVENTS</b> <b>2) SUPPORTS THE PROPOSED EVENT PROGRAMME FOR 2021/22 (SUBJECT TO BUDGET APPROVALS IN FEB 2021)</b> <b>3) CONFIRMS MEMBERSHIP OF THE EVENTS SUB GROUP MEETINGS FOR 2021</b> <b>4) SEEK APPROVAL FROM CABINET FOR THE ALLOCATION OF A MAXIMUM OF £30,000 FROM BALANCES FOR INVESTMENT IN COALVILLE CHRISTMAS LIGHTS</b>

**1.0 EVENT PROGRAMME UPDATE FOR COALVILLE**

## 1.1 Event programme - 2020/21

The following event programme was due to be progressed; the delivery of the proposed events programme has been adjusted to ensure that delivery is undertaken in line with COVID19 guidance. Officers are observing guidance closely and future event planning will consider what adjustments can be made and implemented to allow events to go ahead. Timely decisions are made regarding event cancellation to ensure that financial losses are kept to a minimum.

<b>2020/21 COALVILLE EVENTS</b>	<b>2020/21 Allocated budget</b>	<b>2020/21 Forecasted income (conservative estimate)</b>	<b>Status</b>
<b>22 April to 29 April – St George’s Day</b> The installation of the English flag in various locations to celebrate St George’s Day	£100	n/a	Partial delivery – a flag was installed on Clock Tower flagpole
<b>Saturday 20 June – Music in the Park</b> A celebratory evening of music and entertainment in Coalville Park	£20000 £500 spent on the event (stage and pa deposit)	£2800	Cancelled
<b>Sunday 21 June – Picnic in the Park</b>			Cancelled

An afternoon of entertainment and family fun including street entertainers in the performance area, live music and community groups			
<b>Friday 7 and Saturday 8 August – Coalville by the Sea</b> Family event celebrating the Great British seaside	£4000	£500	Cancelled
<b>Saturday 28 November – Christmas in Coalville</b> Christmas entertainment, music, arts and produce	£9000	£600	Event planning has commenced with caution - COVID19 guidance is being considered and observed and local data is being reviewed regularly

## 1.2 Christmas in Coalville

1.2.1 Christmas in Coalville is the final event proposed for delivery in 2020. If it is possible to deliver the event, the following format is proposed:

- a) A craft, food and drink market located in a large outdoor area (hard standing, accessible (for stallholders and customers) and pedestrian safe)
- b) The proposed area is Coalville Market car park
- c) To create a COVID compliant environment it is proposed that the area is secure, has a designated entrance and exit point, operated as a ticketed event to support 'track and trace' (free – no entry charge), has COVID secure measures in place (one way system, socially distanced stalls, signage, hand sanitisation station etc. – this will all be detailed in the COVID specific risk assessment)
- d) Consideration is being given to other 'satellite' locations, such as Memorial Square, the large pavement area at the entrance to the Belvoir Shopping Centre (off Belvoir Road) and Needham – consideration still needs to be given as to how these areas can be COVID complaint and additional requirements such as road closures and a Temporary Traffic Regulation Order (as advised by Leicestershire County Council this is a requirement for Memorial Square)
- e) Incorporating a 'socially distanced' Santa 'Wave to Santa' and reindeer attraction – this will be operated significantly different this year
- f) The event will not include any additional attractions, such as: the main stage and headline act, street performers and the firework finale – this is to avoid an uncontrolled mass gathering in a restricted timeframe

1.2.2 Event planning is currently underway, effort is being concentrated on 'signing up' stallholders to attend the market. It is proving more difficult this year to attract stallholders, many that have supported the event in previous years have confirmed that they have suspended their operation as they have not been able to attend other events earlier in the year, this decision has been made on a commercial basis (reducing core cost expenditure such as public liability insurance etc.).

1.2.3 Ensuring public health and safety is at the forefront of the planning of this event, the council is also in a position of promoting best practice, therefore the council's position will always be cautious and risk adverse. Should this event proceed, a comprehensive

event management plan, risk assessment and COVID risk assessment will be prepared and implemented to support its delivery.

## 2.0 2021/22 PROPOSED CSEWP EVENTS PROGRAMME

2.1 Event planning and development work will commence early 2021.

2021/22 COALVILLE EVENTS	2021/22 Proposed budget
<b>23 April to 23 April – St George’s Day</b> The installation of the English flag in various locations to celebrate St George’s Day	£100
<b>Saturday 19 June – Music in the Park</b> A celebratory evening of music and entertainment in Coalville Park	£20000
<b>Sunday 20 June – Picnic in the Park</b> An afternoon of entertainment and family fun including street entertainers in the performance area, live music and community groups	
<b>Friday 6 and Saturday 7 August – Coalville by the Sea</b> Family event celebrating the Great British seaside	£4000
<b>Saturday 27 November – Christmas in Coalville</b> Christmas entertainment, music, arts and produce (craft, food and drink)	£9000
<b>Miscellaneous events</b> Exact dates and ideas to be confirmed This allocation allows for the development of the events programme, ideas being considered for 2021/22: <ul style="list-style-type: none"> <li>- Outdoor cinema</li> <li>- Outdoor art gallery (large boards on town centre buildings)</li> <li>- Themed events/trails (Easter, Halloween etc.)</li> </ul> All of the above miscellaneous events are subject to staffing resources available to support delivery	£4990

2.2 Meetings of the Events sub group of CSEWP have concluded for 2020. The meeting dates for 2021 will be set in due course. Current membership of the group is as follows: Cllr Allman, Cllr Black, Cllr Everitt, Cllr French, Cllr Geary and Cllr Wyatt. Membership for the 2021 meetings needs to be confirmed. It is recommended that the number of councillors on this sub group does not exceed six members (two thirds of the CSEWP membership). Confirmation of the sub group membership is required for 2021 meetings. It is anticipated that meetings will be scheduled for February, May and September.

## 3.0 2021/2022 COALVILLE EVENTS PROGRAMME

3.1 Listed below is an overview of events being considered for Coalville in 2021/22 supported by the district council are as follows:

- Feb 2021 – districtwide participation in Leicester Comedy Festival
- May/June 2021 – Coalville May Fair

- September 2021 – Hello Heritage (district wide event)
- September 2021 – Steampunk Festival
- September 2021 – Coalville Colour Run
- October 2021 – Poppy Appeal Launch, Memorial Squar
- November 2021– Remembrance Service and Parade, Armistice Day

#### **4.0 CHRISTMAS LIGHTS**

- 4.1 The Christmas lights are scheduled for installation with our contractor Field and Lawn for switch on 28 November 2020.
- 4.2 As detailed above the lights will not be subject to a formal ‘switch on’ this year, which is traditionally supported by the firework finale at the Christmas in Coalville Event.
- 4.3 The current Christmas lights stock is owned by the district council. Over the past four years, there has been a small annual investment in the Christmas lights (subject to the allocated budget (CSEWP), contributions from the Coalville Project budget and more recently receiving additional external sponsorship). This investment has seen an additional Christmas tree and lights for Marlborough Square, pea lights in trees in Memorial Square and pea lights in additional trees in High Street. The direction of travel has seen a move from lights on lamp columns and a focus on illuminating natural features such as trees (these are more robust than lamp columns and are not subject to annual stress testing).
- 4.4 It should be noted that there has not been a significant investment in Coalville Christmas Lights for a number of years. The Christmas Lights installation contract is due for renewal in 2021, therefore it would be timely and appropriate for consideration to be given to a significant investment in the Christmas Lights for 2021.
- 4.5 The delivery of the events programme 2020/21 has been significantly disrupted by COVID-19. This has resulted in an underspend in the events budget, it is estimated that up to £30,000 of budget will not be spent in 2020 due to the cancellation of many events. This presents an opportunity to invest this underspend in the Christmas Lights programme, and to allocate a maximum of £30,000 from CSE funding to invest and improve Coalville Christmas Lights in 2021.

#### **5.0 COMMUNITY ART – NEEDHAMS WALK, COALVILLE**

- 5.1 At present there is no progress to report on this project. This work will be prioritised for progression in early 2021.

#### **6.0 COALVILLE SPECIAL EXPENSES COMMUNITY GRANT**

- 6.1 The Coalville Special Expenses Community grant is to support and encourage a range of community activities, initiatives and events that meet the needs of residents in these wards: Coalville, Bardon, Snibston, Thringstone and Greenhill. You can apply for up to £250 and no match funding is required. There is no deadline for this grant scheme.
- 6.2 The 2020/21 grant programme remains suspended (as at beginning of October). It was hoped that the grant scheme would be reinstated in August, it is now anticipated that the grant scheme will be reinstated mid/end October. All enquiries should be directed to Jessica Lloyd-Davies, Community Focus Support Officer in the

Community Focus Team, [jessica.lloyd-davies@nwleicestershire.gov.uk](mailto:jessica.lloyd-davies@nwleicestershire.gov.uk) tel: 01530 454541.

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 13 OCTOBER 2020

<b>Title of Report</b>	<b>CAPITAL PROJECTS UPDATE</b>
<b>Presented by</b>	Jason Knight Leisure Services Team Manager
<b>Financial Implications</b>	There are none.
<b>Purpose of Report</b>	To update members with regards to Capital Projects within the Coalville Special Expense Area
<b>Recommendations</b>	<b>THAT THE WORKING PARTY NOTE THE PROGRESS UPDATE ON THE 2020/21 CAPITAL PROJECTS.</b>

**1.0 2020/21 CAPITAL PROJECTS****1.1 Thringstone Miners Social Centre Training Pitch – £7,431**

A meeting has been arranged with Leicestershire FA on Wednesday 14 October to discuss how the project can be progressed.

**1.2 Melrose Road Play Hub – £4,000**

This project has been completed and the item will be removed from the agenda

**1.3 Coalville Park – £35,470 S106 funding and £1,200 CSE funding****1.3.1 Play Equipment**

Following resident engagement, this is considered the highest priority and in principle support has been given by CSEWP to allow the majority of S106 funding to be allocated to this project. Following the unsuccessful funding application to the National Lottery Community Fund, the Friends of Coalville Park group are undertaking further online consultation to understand in more detail resident's and users requirements so the designs can be refined pending further funding applications.

**1.3.2 Community Garden**

This has been identified as the second priority. The Royal British Legion have been engaged and attended the last meeting of the Friends of Coalville Park meeting to discuss their proposals which were welcomed by the group. The Legion will now work with officers to improve the area, to get it re-established, and to involve community groups in its use.

**1.3.3 Park Improvement**

Improving the park by extending into the adjacent field to provide additional planted areas, trees and pathways has been identified as the lowest priority, although consultation with residents still highlighted a significant desire for this work to be undertaken so as to maximise the space available for public within the park all year around. In addition, one of the justifications of transferring the s106 funding from

Lillehammer Drive to Coalville Park was that additional open space would be created in the park to offset the loss of open space at Lillehammer Drive.

In order to get an agreed and approved design, a designer will be engaged who can develop 3 designs based on the criteria stipulated by members for consideration. Hopefully the designs will have a far more visual impact of what the area can look like, with the creation of event space, and how this will look with people in it. This is something officers don't have the skills to produce. Resident consultation on the designs will be undertaken to identify which is the preferred option, and the results of this along with the options will be reported back to CSEWP for consideration and to make a recommendation to Cabinet.

#### 1.3.4 **Skate Park Graffiti Project - £1,200**

As requested by Members at the last meeting of the CSEWP, this project has been deferred until 2021.

#### 1.4 **Lillehammer Drive - £6,000**

Following liaison with Barratt's, they have agreed to the following:-

- That the £35,470 S106 funding allocated to replacing the MUGA could be allocated instead to any of the 3 projects;
  - Extending Coalville Park into the field at the rear of the site
  - Improving the play equipment provision at Coalville Park
  - Improving the community garden to support community access as part of an Incredible Edible scheme
- That the former MUGA site that should be converted to open space could instead become an educational nature area that is part of Belvoirdale School which would then be leased to them for a peppercorn rent
- That the S106 funding received to convert the MUGA area into open space and to maintain it, could instead be used to help create the educational area above

Work is ongoing with Belvoirdale school to develop designs for the area to see if it can be constructed within the appropriate S106 cost envelope and so the school can understand the ongoing maintenance costs and requirements to ensure they can stand the financial commitment. Various options with one off and ongoing maintenance costs have been presented to them for consideration and officers await a response.

In the meantime discussions have commenced between Barratt's legal representatives and the NWLDC legal team to agree a Memorandum of Understanding for the use of the S106 funding allocated to replacing the MUGA to allow it to be used on Coalville Park. Once completed and the situation is clearer with the school, then a Deed of Variation will be agreed for the change of use of the open space and the associated S106 funding for converting that area.

#### 1.5 **Coalville in Bloom 2020**

This project has now been completed and will be removed from the agenda.

#### 1.6 **Coalville in Bloom 2021 £6,644**

£6,644 of external funding from the Bardon Community Fund is earmarked for this project, although it should be noted that the cost for towers, troughs and watering in 2020 was £13,356. Officers will meet with the Chair of the CSEWP to discuss options and will report back to the next meeting.

1.7 **CSE Assets** (Asset Management Plan - Appendix 1)

1.7.1 **Cropston Drive Recreation Ground Changing Pavilion - £8,000 CSE funding, £2,000 external funding**

Unfortunately the insurance claim for the replacement of the roof was unsuccessful. Parks and Open Spaces team officers are now working with colleagues in Property Services to undertake the work using the budget allocated.

1.7.2 **Scotlands Bowls Pavilion - £13,000**

Recruitment attempts have proved successful and officers believe there is currently enough interest to recommence bowling in 2021. This is being supported by Bowls Leicestershire and a local coach. Consequently, work will be progressed to get the green and the pavilion to a usable standard by undertaking the works as identified in the Asset Management Plan. If at any point interest wains and it no longer looks feasible for bowling to recommence, then any outstanding works will be put on hold.

Once the building is operational and in use, consideration will be given to further environmental enhancements to the building that may help reduce operational costs to CSE, and any funding that could be accessed to support this work.

1.7.3 **Asset Management**

As part of the Asset Management Plan (attached as Appendix 1), the following works have been approved for 2020/21;

Cropston Drive Pavilion Roof - £10,000

Covered in 1.7.1.

Scotlands Recreation Ground Bowls Pavilion - £13,000

Covered in 1.7.2.

Thringstone Recreation Ground Bowls Pavilion - £500

This is for a structural survey to determine the cause of a sagging roof and is being progressed by Property Services

London Road Cemetery - £11,720

£1,500 for a structural survey on the entrance wall which is being progressed by Property Services.

£10,220 for tree works which have commenced and will be completed over winter.

Broomleys Cemetery - £2,500

To create additional grave space which will be completed over winter.

Coalville Park Play Equipment - £8,122

This will be addressed as part of the play area equipment improvement proposals being considered by the Friends of Coalville Park group (1.3.1)

1.8 **Scotlands Recreation Ground - £5,000**

Officers are in the process of meeting with the Ward Member and Chair of CSEWP to discuss and agree design proposals. It is intended to try and also incorporate distance way markers as part of the project to encourage residents and users of the park to be more physically active. Once costed proposals have been agreed consideration will be given to submitting funding applications to help support delivery of the project.

### 1.9 **Trees in Coalville**

A number of areas within Coalville have been identified as potential locations for tree planting. These are;

- Coalville Park field – to be considered as part of the park extension
- Scotlands Recreation Ground – project being delivered
- Willow Green – community project being delivered at no cost to CSE
- Romans Crescent – community project being delivered at no cost to CSE
- Cropston Drive
- Kenmore Crescent
- Various grass verges





## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 13 OCTOBER 2020

<b>Title of Report</b>	<b>COALVILLE SPECIAL EXPENSES FINANCE UPDATE</b>
<b>Presented by</b>	Paul Sanders Head of Community Services
<b>Financial Implications</b>	The final net revenue position for 2019/20 was a contribution to balances of £1.4k compared to a budgeted contribution to balances of £7.8k. The Net Revenue Expenditure for 2020/21 is estimated at £441k and the total funding available is £502k. The forecast surplus of £61k will be added to Coalville Special Expenses balances and these are estimated to be £142k as at 31 <sup>st</sup> March 2021.
<b>Purpose of Report</b>	To inform the committee of the final outturn figures for 2019/20 and the 2020/21 Period 3 actuals and the forecast outturn for the year.
<b>Recommendations</b>	<b>THAT THE WORKING PARTY NOTES THE 2019/20 FINAL OUTTURN FIGURES AND THE 2020/21 PERIOD 3 ACTUALS AND THE FORECAST OUTTURN FOR THE YEAR.</b>

**1. REVENUE OUTTURN 2019/20**

- 1.1 The final revenue figures for 2019/20 have now been finalised and are shown on **Appendix 1**. The net revenue position was a contribution to balances of £1.4k compared to a budgeted contribution of £7.8k. The main variances were reduced operational equipment (-£8k), increased burial fee income (-£6k), increased support services (+£5k) and in year projects funded from balances (+£16k).

**2. REVENUE OUTTURN 2020/21**

- 2.1 Due to the pandemic a decision was made not to produce any monitoring figures for periods 4 and 5 and therefore the latest figures available are for period 3. The period 6 figures will be produced and these will be reported to the next Coalville Special Expense Working Party.
- 2.2 The net revenue expenditure for 2020/21 is estimated at £441k and the total funding available is £502k. The forecast surplus of £61k will be added to Coalville Special Expenses balances and these are estimated to be £142k as at 31 March 2021. **Appendix 1** shows more information in relation to the period 3 actuals and forecast outturn for 2020/21.
- 2.3 Due to the pandemic, there will be a reduction in planned expenditure of £72k due to

the suspension of the grounds maintenance services received (£42k) and the cancellation of a number of events (£30k). The grounds maintenance figure has changed from the figure that was reported at the last meeting of the Coalville Special expense working party on the 30<sup>th</sup> June. The change has arisen as all of the grounds maintenance staff returned to work earlier than expected and along with employing agency staff it will now be possible to complete more of the grounds maintenance work.

As the special expenses account is ring-fenced, the reduction in planned expenditure will be transferred into reserves. The forecast outturn figures at period 3 also include increased burial fee income -£2k and reduced salaries -£2k. This has meant that the forecasted contribution to reserves is now £61k, compared to a budgeted deficit of £15k that was to be funded through reserves.

- 2.4 There is a planned maintenance programme in place for 2020/21. The approved budget is £46k, of which £24k is funded through the asset protection fund, £12k from reserves and £10k from external contributions. There has been no planned maintenance undertaken as at period 3 and therefore nil expenditure.
- 2.5 A list of the earmarked reserves and the asset protection reserves as at period 3 are shown on **Appendix 1**.

**COALVILLE SPECIAL EXPENSES FINAL OUTTURN 19/20 & 20/21 - PERIOD 3 ACTUALS & FORECASTED OUTTURN**

	2019/20	2020/21		
	Final Outturn	Original Estimate	Actuals & Commitments as at 28.06.20	Forecasted Outturn
	£	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	281,430	307,270	42,861	267,728
Broomley's Cemetery	15,446	25,110	7,414	22,871
One Off Grants	1,125	2,000	0	2,000
Coalville Events	65,651	71,910	2,087	40,030
Other Expenses	3,142	8,620	-5,144	7,475
Contributions to/from Earmarked Reserves	7,394	0	0	0
<b>TOTAL SPECIAL EXPENSES (Net Cost Of Service)</b>	<b>374,188</b>	<b>414,910</b>	<b>47,218</b>	<b>340,104</b>
Service Management recharges	95,511	101,970	25,493	100,900
<b>ANNUAL RECURRING EXPENDITURE</b>	<b>469,699</b>	<b>516,880</b>	<b>72,711</b>	<b>441,004</b>
<b>FUNDED BY:</b>				
Use of Reserves	-1,442	14,927	-	-60,949
Precept	412,754	443,566	-	443,566
Localisation of Council Tax Support Grant	58,387	58,387	-	58,387
	<b>469,699</b>	<b>516,880</b>	<b>0</b>	<b>441,004</b>
BALANCES 1st APRIL	79,412	80,854	80,854	80,854
CONTRIBUTION TO/(FROM) RESERVE	1,442	-14,927	0	60,949
<b>BALANCES 31st MARCH</b>	<b>80,854</b>	<b>65,927</b>	<b>80,854</b>	<b>141,803</b>

<b><u>OTHER CV SPECIAL EXPENSE RESERVES</u></b>	Balances 01.04.20	Contributions 20/21	Actual Expenditure 20/21	Transfer to CV Spec Exp Balances	Balance as at 28.06.20
<b><u>EARMARKED RESERVES</u></b>	£	£	£	£	£
Graffiti art project - CV park green flag award	1,200	0	0	0	1,200
Legal fees to remove covenants & amend S106 (Barratts)	6,000	0	0	0	6,000
Local Authority Parks Improvement Programme	15,714	0	0	0	15,714 *
Cropston Drive Sports Pavilion Roof Replacement	2,000	0	0	0	2,000 *
	24,914	0	0	0	24,914
<b><u>ASSET PROTECTION RESERVES</u></b>					
Thringstone Miners Social Welfare Site - training area (10% contr)	7,431	0	0	0	7,431
Cemetery/Recreation Ground	22,857	4,120	0	0	26,977 *
	30,288	4,120	0	0	34,408
<b>TOTAL COALVILLE SPECIAL EXPENSE RESERVES</b>	<b>55,202</b>	<b>4,120</b>	<b>0</b>	<b>0</b>	<b>59,322</b>

\* All committed towards funding the Coalville Special Expenses Asset Management Plan 2020/21 & 2021/22.

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