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Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 12 October 2021
Location	Council Chamber, Council Offices, Coalville
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATIONS OF INTEREST	
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.	
3. MINUTES OF THE PREVIOUS MEETING	
To confirm the minutes of the meeting held on 15 June 2021	3 - 6
4. EVENTS UPDATE	
Report of the Cultural Services Team Manager	7 - 14
5. CAPITAL PROJECTS UPDATE	
Report of the Leisure Services Team Manager	15 - 20
6. COALVILLE SPECIAL EXPENSES FINANCE UPDATE	
Report of the Finance Team Manager	21 - 26

Circulation:

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

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Council Chamber, Council Offices, Coalville on TUESDAY, 15 JUNE 2021

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

In Attendance: Councillor A Woodman

Officers: Mr P Sanders, Miss A Wright, Mr J Knight, Mrs W May and Mr T Delaney

1. ELECTION OF CHAIRMAN

Paul Sanders, Head of Community Services, opened the meeting and sought nominations for the position of Chairman for the 2021/2022 civic year.

Councillor M Wyatt expressed his gratitude to officers and members of all sides for their help and support during his two years as Chairman.

It was moved by Councillor M Wyatt, seconded by Councillor A Black and

RESOLVED THAT

Councillor D Everitt be appointed as Chairman for the 2021/22 civic year.

2. ELECTION OF DEPUTY CHAIRMAN

The Chairman sought nominations for the position of Deputy Chairman for the 2021/22 civic year.

It was moved by Councillor M Wyatt, seconded by Councillor J Geary and

RESOLVED THAT

Councillor M French be appointed as Deputy Chairman for the 2021/22 civic year.

3. APOLOGIES FOR ABSENCE

There were no apologies for absence.

4. DECLARATIONS OF INTEREST

Councillor M Wyatt declared non-pecuniary interests in all items as the owner of two businesses in Coalville Town Centre should any reference arise to the town centre.

Councillor J Geary declared non-pecuniary interests in all items as a director of the Springboard centre, founder of Mantle Community Arts and a regular supporter of Coalville Town Football Club should any reference to them arise at the meeting.

5. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 20 April 2021.

It was moved by Councillor M Wyatt, seconded by Councillor A Bridgen and

RESOLVED THAT

The minutes of the meeting held on 20 April be confirmed as an accurate record of the proceedings.

6. EVENTS UPDATE

Wendy May, Cultural Services Team Manager, presented the report which updated Members with regards to 2021/22 events and projects funded within the Coalville Special Expenses Area. It was brought to members' attention that in addition to the events in the report, there was work ongoing to bring street entertainers to Coalville during the summer holidays and for further events through the Welcome Back fund given to the Council to mitigate against the economic impact of COVID-19.

Members welcomed the proposals for the revision of the Christmas lights at Coalville memorial clock tower as the main focal point of the town. Thanks were also expressed for the Cultural Services Team's work on the Coalville Outdoor art gallery. It was clarified that the potential community art project at Needham's Walk was awaiting confirmation from the owners of the shopping centre before a decision on whether to progress was made.

Clarification was sought and given regarding the funding sources of several future events. It was expressed by Members that although the current list of events was understandable given the impact of COVID-19, there should be more events taking place and it was suggested councillors should be identifying more potential events. In response, it was explained that although the delivery of the regular events programmer remained impacted by COVID-19, events were still being delivered and those scheduled for delivery in 2021 represented an increase in event hours compared to the 2019 event programme.

In response to a question regarding the opening of Newmarket, the Head of Community Services explained that the exact nature of the opening was under review due to ongoing COVID-19 restrictions but the structure of the building was cohesive to the holding of a celebratory opening event. The Cultural Services Team Manager then explained that ongoing works meant there would be limited Christmas lighting options at Newmarket in 2021 but this would be possible in future years.

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

RESOLVED THAT

The Working Party Notes:

- 1) The progress update on 2021/22 events.
- 2) The update for Christmas lights installation procurement
- 3) The update for Needhams Walk artwork
- 4) The update for 2021/22 Coalville Special Expenses Community Grant Scheme

7. CAPITAL PROJECTS UPDATE

Jason Knight, Leisure Services Team Manager, presented the report which updated Members with regards to capital projects within the Coalville Special Expenses Area. It was confirmed that Members of the Working Party would have advance sight of the revised proposals due to go out for consultation for the extension of Coalville Park after the meeting.

Thanks were also expressed for the work of officers at Scotlands Bowls Pavilion and on the tree planting in Coalville where it was highlighted that over 100 trees had been planted in the Coalville Special Expenses Area in the last two years.

It was clarified that on Lillehammer Drive the complexity of the various public and private sector organisations involved were contributing factors to the delay in finalising the project.

An update was also given on the meeting that took place at London Road cemetery prior to the meeting. Members had been in agreement that the current maintenance regime should continue and that officers would report back at a future meeting on options for the churchyard wall and whether or not an internment area could be created for ashes.

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

RESOLVED THAT

The Working Party notes the progress update on the 2021/22 capital projects.

8. SPECIAL EXPENSES POLICY

Anna Wright, Finance Team Manager, presented the report and draft Special Expenses Policy to Members and invited comments on the policy for feedback into the decision-making process later in the year.

In response to questions from Members, it was explained that the policy had been put together to formalise the Council's existing position on Special Expenses. This was due to several requests from the Working Party in recent years to fund work such as air quality that could not be classed or funded through Special Expenses and alternative funding sources had needed to be found.

The Leisure Services Team Manager also observed that a recent request by Members for officers to look into the Mobile Vehicle Activated Signage and report to a future meeting was an area relevant to this Policy as it could not be funded through Special Expenses.

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

RESOLVED THAT

The Working Party provides its comments on the draft Special Expenses Policy

9. DATES OF FUTURE MEETINGS

Consideration was given to the list of proposed meeting dates for the 2021/22 civic year.

It was moved by Councillor M Wyatt, seconded by Councillor M French and

RESOLVED THAT

The following meeting dates for 2021/22 be agreed:

Tuesday, 12 October 2021
Tuesday, 14 December 2021
Wednesday 27 April 2022
Tuesday 14 June 2022

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.14 pm

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 12 OCTOBER 2021

Title of Report	EVENTS UPDATE
Presented by	Wendy May Cultural Services Team Manager
Background Papers	
Financial Implications	As previously highlighted to this committee, precepts will need to be increased by 13% in future years to maintain the current level of expenditure. The Events Programme for 2022/23 as detailed in this report requires an additional budget of £3k, which means precepts will need to increase further if the programme is agreed. Alternatively, the committee could choose to make savings in other areas of their budgets to fund this programme. The Committee must also be mindful that the projected income may not be achieved, and plans may need to be revised during the year to balance the budget as a result. Equally, if additional income is received further opportunities can be explored.
	Signed off by the Section 151 Officer: Yes
Legal Implications	None.
	Signed off by the Monitoring Officer: Yes
Staffing and Corporate Implications	None.
	Signed off by the Head of Paid Service: Yes
Purpose of Report	To update members with regards to 2021/22 events and Projects and proposals for 2022/23 events funded within the Coalville Special Expenses.
Recommendations	THAT THE WORKING PARTY NOTES 1) THE PROGRESS UPDATE ON 2021/22 EVENTS 2) THE UPDATE FOR CHRISTMAS LIGHTS 2021/22 3) THE PROPOSED EVENTS PROGRAMME AND ASSOCIATED BUDGET FOR 2022/23 4) THE UPDATE FOR 2021/22 COALVILLE SPECIAL EXPENSES COMMUNITY GRANT SCHEME

1. EVENT PROGRAMME UPDATE FOR COALVILLE**1.1 Event programme – 2021/22**

1.1.1 Delivery of the event programme for 2021/22 is progressing, event delivery is supported by Covid safe measures and adjustments to event delivery remain in place. Some event delivery has not been possible due to Covid restrictions and regulations. There is currently an anticipated underspend of £20,700 against the Event Programme budget (due to nil expenditure and nil income against Music and Picnic in the Park and Coalville by the Sea).

2021/22 COALVILLE EVENTS	2021/22 allocated budget	Anticipated expenditure	Status
St George's Day - 22 April to 29 April 2021 The installation of the English flag in various locations to celebrate St George's Day	£100	£100	Delivered
Music and Picnic in the Park - Saturday 19 and Sunday 20 June 2021	£20000	Nil	Cancelled
Coalville by the Sea - Wednesday 14 to Saturday 17 July 2021	£4000	Nil	Delivered (by an external event management company)
Coalville Festival of Leisure	Nil	Nil	Cancelled
Christmas in Coalville 27 November 2021	£9000	£9000	Proceeding
Miscellaneous events	£4990	£4990	Reallocation of this budget to the Christmas in Coalville event

1.1.2 Coalville by the Sea – the event this year was delivered by an external event management company and was not funding from the CSE budget. The success of this event was mixed this year, some attendees enjoyed it others didn't enjoy it. Covid resulting in some of the scheduled acts being unable to attend and therefore affected the event programme. The event was delivered in the first week of the school holidays and it was noticeable quieter in the town and district. It is possible to resolve these issues and to investigate alternative event delivery options in the future.

1.1.3 Coalville Festival of Leisure – this event did not take place as the event organiser decided not to proceed with the delivery of the event.

1.1.4 Christmas in Coalville – the event planning is underway with key elements of the event already booked. The 2021 event is summarised as follows:

The event will be held in Coalville town centre using various locations due to challenges faced this year as some of the town centre is being developed and to create as much space as possible for the event (to reduce crowding etc.). The event is summarised as follows:

Coalville town centre (various locations)

- Say hello to Santa and Elf (maintaining social distancing)
- Meet the reindeer
- An engaging and eclectic mix of street entertainers
- Guest food, drink and craft stalls
- Live music (various artists)

Market Hall car park – from 3pm onwards

- Main stage, various acts and finale
- Fireworks (delivered in accordance with the council resolution. An alternative launch location will be considered to minimise impact on residential areas, this is currently being investigated)
- Funfair (until 9pm)

Newmarket, Marlborough Square

- Business as usual – including festive food, drink and craft stalls
- Live music and entertainment

Due to this event not being delivered in 2020 and to support public expectation that the 2021 event will be 'bigger and better' adding the budget for 'miscellaneous events' to the Christmas in Coalville budget will increase the budget for the event this year to £13,990. Event delivery costs this year are expected to increase as additional costs are anticipated to support the implementation Covid safe measures.

1.2 Coalville Events 2021/22 – General Fund budget

1.2.3 Listed below is an overview of events being delivered in Coalville in 2021/22 supported by the district council:

Date	Event	Status
22 to 25 April	Drive in Cinema	Delivered
24 May to 30 June	Coalville Outdoor Art Gallery – 'Living in the National Forest'	Delivered
28 May to 6 June	Coalville May Fair	Delivered
12 July to 5 Sept	Coalville Outdoor Art Gallery on tour (Conkers)	Delivered
23 July to 1 August	Love Parks Week	Delivered
4 to 19 Sept	Hello Heritage (district-wide initiative)	Delivered
19 Sept	Coalville 5km Fun Run (to replace the Coalville Colour Run) – new event, new location (Snibston Colliery Park)	Delivered
25 and 26 Sept	Coalville Steampunk Festival	Cancelled for 2021
Oct/Nov	Poppy Appeal and Remembrance Commemorations	Progressing
December	Drive in Cinema	Proposed (tbc)
3-7 February 2022	The BIG Weekend in the National Forest (part of the Leicester Comedy Festival 2022)	Confirmed – planning in pro

1.2.2 Cinema in the Park (free outdoor cinema) – this event was a huge success, with over 6000 people attending the event. Social media comments were very positive and there is a call for the event to be delivered in 2022. A survey undertaken after the event gave the following information:

- 186 visitors took part in a post event survey and **99% of them said that they would attend a similar event in the future and 84% of people rated the event eight out of ten or above**
- **84% of them said that they would be willing to pay** for a similar event in the future
- **On average people said they would be willing to pay £3 for a ticket**

Refer to appendix one for further information.

1.2.3 Steampunk 2022 – it is hoped that the Steampunk event will take place in the future. The following factors will need to be considered: budget (originally secured for 2019 as part of the Coalville Project priority work), securing a suitable event organiser and ensuring that the town centre and Snibston Colliery Park can accommodate the event.

1.3 Proposed Events Programme 2022/23

1.3.1 It is proposed that the following events programme is presented as part of the budget planning process for the 2022/23 budget.

Event	Proposed Date/Event detail	Budget	Projected income
a. St George's Day - (installation of flags)	Friday 22 April to Friday 29 April 2022	£100	Nil
b. A Celebratory Event to mark the Platinum Jubilee of the Queen (Music and Picnic in the Park budget)	Saturday 4 and Sunday 5 June 2022	£20,000	£2,800
c. Cinema in the Park	23 July to 7 August (16 days including three weekends)	£26,000* <i>£6,000 allocated from the General Fund 'Events and Art Programme' budget</i>	£16,000 (based on £3 per ticket (adult) and £10 per family (up to 2x adults and 4x children))
*The budget of £26,000 assumes an income of at least £16,000 therefore a real cost of £10,000, this is proposed to enable tickets to be subsidised as the event was free of charge in 2021. The income of £16,000 is an estimate and is not guaranteed, equally the estimated income could be exceeded and therefore the overall cost of the event could be reduced. An allocation of £6,000 from the general fund (events and arts budgets) is proposed, this is to subsidise tickets attendees from outside of the CSE area.			
d. Christmas in Coalville	26 November 2022	£10,000	£600

1.3.2 The budget allocated for event delivery in 2021/22 was £38,090 with a target income of £4,400. The proposed budget for event delivery in 2022/23 is £56,100 with a target income of £19,400. To support the proposed 2022/23 event programme would require the event budget to be increased by £3,010 in 2022/23 compared to the 2021/22

budget. Alternatively an amount of the underspend against 2021/22 events could be earmarked for investment in the 2022/23 event programme.

2. CHRISTMAS LIGHTS UPDATE

2.1 New Christmas lights for 2021

2.1.1 The Christmas lights have been ordered, this includes:

- a) Bespoke Christmas decorations for Memorial Square (full colour and light changing settings – colour settings/changing colours will be considered when they have been installed).
- b) New ‘pole mount’ decorations for Memorial Square (full colour)
- c) New ‘pole mount’ decoration for Marlborough Square – for installation in 2022 to complement the new public realm area.
- d) Funds remaining in the budget will be invested in the scheme to replace and upgrade existing lights.

2.1.2 Christmas light installation is on schedule and will be installed and ready for ‘switch on’ on Saturday 27 November to coincide with the Christmas in Coalville event.

3. COALVILLE SPECIAL EXPENSES COMMUNITY GRANT

3.1 The Coalville Special Expenses Community grant is set up 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. Applications are invited for up to £250 and no match funding required. There is no deadline for this grant scheme.

The 2021/22 scheme is active and applications are encouraged. All enquiries should be directed to Jessica Lloyd-Davies, Community Focus Support Officer within the Community Focus Team

https://www.nwleics.gov.uk/pages/coalville_special_expenses

3.1.1 Below is a summary of the applications received in 2021/22

	Applicant	Project Name	Date Received	Amount Requested	Total Project Value	Application Status
1	Charles Booth Centre	Allotment Notice Board	17/06/2021	£250.00	£252.00	Approved
2	Friends of Greenhill Tenants Assoc	Friends of Greenhill Reading Club	02/09/2021	£204.00	£204.00	Pending

Cinema in the Park 26 July – 4 August 2021

Promotion and reaction







Traditional Media

During the event, media covered the details including **Coalville Nub News** and an interview with Cllr Tony Gillard on **BBC Radio Leicester**.

The key messages that were included were:

- We've worked with Fleckney Group to bring Cinema in the Park to Coalville Park between 26 July and 4 August
- 30 free films over 10 days, including: Harry Potter, Dirty Dancing, Grease, Toy Story, Jungle Book, The Lion King and Bohemian Rhapsody
- Although the event is free, it's still a ticketed event and booking is required through the Fleckney Group website at www.events.fleckneygroup.co.uk/cinema-in-the-park
- The event forms part of NWLDC's schedule of activities for Love Parks Week which aims to encourage people to use and celebrate their local park
- Funding from the Welcome Back Fund has been used to subsidise the cinema to encourage people back into the town centre
- We are committed to supporting Coalville to be a vibrant and family friendly town and events like this are just one of many positive things that are happening here



BBC RADIO Leicester

Coalville Nub News

SOCIAL MEDIA

5 Facebook posts from @ThisisNWLiecs

- Reach: 62,446
- Engagement: 12,789
- Comments: 658
- Shares: 231

4 Twitter posts from @NWLeics

- Impressions: 4,283
- Engagement: 232




9
posts

66,729
People reached

13,015
People engaged

Social media comments



Positive



"Loved every minute of it."

"This has been brilliant, enjoyed a few films! Very well done, thank you."

"It has been brilliant so far. Let's hope for more events and experiences like this. Thank you"

"We loved last night! Thankyou...I hope you do this again"

"Fab. Thank you. Especially to the person that suggested it"

"It has been a wonderful 10 days. Managed to see three films. Many Thanks"

"We had an amazing couple of afternoons last week in the park! My girls really enjoyed watching the films! Thank you 😊😊"

"...it was amazing thank you so much NWLDC for this ❤️"



Negative



"Yet again, in Coalville! How about some other areas in NWleicestershire?"

Is it going anywhere else?

Coalville again!!! what a shock 😲

Constructive comments

To whom this may concern,

May I start this off on a high and thank you for the cinema event that as been put on at Coalville park, well done. Myself and the family are looking forward to the films that we are booked in to.

But, as a resident next to the park entrance on London Road we found that the noise level from the showing of TENET last night was extremely high, which this did not help when putting our daughter down to bed and for ourselves with this. After speaking to Phil, the site manager regarding this he sent his (I'm hoping) sound engineer to turn it down, which resulted in very little difference. I do hope you can get this right for the rest of the evening showings or I feel that I would have to take my complaints further.

Altogether, I see the benefits of what events like this can do to our community and do wish that they were more, because it brings us all together to share the enjoyment from it.

Please try to get this right for the direct local residents and for the rest of the evening showings.

"Hiya, will there be subtitles on the film?"

"is the cinema still on today with it raining? or are we gonna just get soaked"

"Who do you contact or how do you book disabled parking as it says needs to be booked but doesn't give any options to make sure a booking?"

Summary

The only negative comments that were received were in relation to noise and location. The event management company worked with the resident to manage the noise levels and provided a solution. It was also explained to residents that Coalville was chosen as it was the area most in need of a boost following the impacts of COVID-19 which the Welcome Back Fund, used to subsidise the event aimed to achieve. Constructive comments relating to subtitles, weather and disabled parking will be better communicated if we looked to do the event again in the future.

51

Positive
comments

605

Neutral
(mainly
people
tagging or
enquiries)

3

Negative
comments

Survey responses

Following the event, **186** people took part in a survey to tell us how they found their experience. On average, visitors rated their experience **9.37** out of 10.

We also found that **58%** of people found out about the event from social media whilst **13%** were informed through signage and **29%** found out through word of mouth via friends and family members.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 12 OCTOBER 2021

Title of Report	CAPITAL PROJECTS UPDATE
Presented by	Jason Knight Leisure Services Team Manager
Background Papers	None
Financial Implications	As contained with the report, this is providing the committee an update on existing projects that already have approved budget or funding in place. Therefore, there are no financial implications to consider. Signed off by the Section 151 Officer: Yes
Legal Implications	None identified Signed off by the Monitoring Officer: Yes
Staffing and Corporate Implications	None identified Signed off by the Head of Paid Service: Yes
Purpose of Report	To update members with regards to capital projects within the Coalville Special Expenses Area
Recommendations	<ol style="list-style-type: none"> 1. THE WORKING PARTY NOTES THE PROGRESS UPDATE ON THE 2021/22 CAPITAL PROJECTS 2. THE WORKING PARTY HIGHLIGHT THEIR PREFERRED DESIGN OPTION FOR THE FIELD AT THE REAR OF COALVILLE PARK FOR CONSIDERATION BY CABINET

1.0 2021/22 CAPITAL PROJECTS**1.1 Thringstone Miners Social Centre Training Pitch – £7,431**

Consultation on the type of facility required has been put on hold. The trustees are currently negotiating a long term lease with a football club that play at step 6 of the pyramid. The long term lease will give the football club sufficient security of tenure to apply for Football Foundation funding to support the project. Once the lease has been signed then the football club will lead on the training pitch project.

1.2 Coalville Park – £35,916 S106 funding and £1,200 CSE funding**1.2.1 Play Equipment - £20,268 S106**

Following approval by Cabinet, a procurement exercise was undertaken with member representation from the Coalville Special Expenses Working Party and Playdale were identified as the preferred supplier. Work is due to commence in November and should be completed in December. Visuals of the equipment and how it will be positioned will be available at the meeting.

1.2.2 **Community Garden**

The Royal British Legion continue to drive forward improvements in the community garden, supported by council officers.

1.2.3 **Park Improvement - £5,000 S106**

Consultation on the proposed designs for the field at the rear of the park, which will be available at the meeting for members to see, has been completed with 125 responses having been received. There were 5 options presented for consideration;

Option 1 - A semi-formal space consisting of winding paths, colourful planting and opportunities for natural play and relaxation.

Option 2 - A formal space of linear paths, evergreen shrubs with opportunities for natural grassland and tree planting.

Option 3 - A natural space with a focus on wildlife and sensory features with an opportunity for small art exhibitions and displays.

Option 4 - Leave it as it is.

Option 5 - Exactly the same as option 1 but without the path that runs through the middle

The outcome of the consultation was as follows;

Residents living Adjacent to the Field

	Option 1	Option 2	Option 3	Option 4	Option 5
Votes	15	3	7	12	11

General Public Feedback

	Option 1	Option 2	Option 3	Option 4	Option 5
Votes	32	8	15	15	7

TOTAL VOTES	47	11	22	27	18
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Friends of Coalville Park

Option 3

Parks and Open Spaces Team

Option 1

Cllr Woodman

Option 1

Whilst general consensus is that option 1 is the preferred option, members are invited to feed back their preferred option for consideration by Cabinet so a preferred design can be approved.

1.2.4 **Skate Park Graffiti Project - £1,200**

Unfortunately Graffwerks were unable to facilitate any consultation at events held over summer within Coalville Park due to previous commitments. The Parks and Open Spaces and Community Focus teams are currently working with Graffwerks to shape a consultation session with children and young people who use the skate park so the project can be delivered.

1.3 **Lillehammer Drive - £4,223**

The school has confirmed their intention to take on the open space of the former MUGA site in order to use it as an educational nature area. Barretts have confirmed that they are supportive of this and a proposed Deed of Variation for the change of use of the land to allow this to happen was sent to their legal representatives for consideration in May. Despite following this up on a number of occasions, they still haven't responded so efforts on this will continue.

In addition to this, a lease for the school is being drafted in liaison with Leicestershire County Council and a planning application will be submitted once scaled drawings of the proposed plans have been developed.

1.4 **Coalville in Bloom 2021 £11,644**

The final cost of Coalville in Bloom 2021 was £11,038 which included an additional cost of £346 to cover some vandalism. A breakdown of this cost against the funding for the project can be seen in the table below;

Item	Cost	Income
Flower Towers, Troughs and Hanging Baskets	£8,492	
Cost of Brackets (3)	£200	
Cost of Watering	£2,000	
Costs of Vandalism	£346	
Bardon Community Fund		£6,644
Contribution from Businesses (8 @ £25ea)		£200
Contribution from CSEWP		£5,000
Contribution from Countryside Properties UK Ltd		£1,500
TOTAL	£11,038	£13,344
Surplus		£2,306

The final costs include a contribution of £1,500 from Countryside Properties UK Ltd which was secured by Cllr Wyatt. Consequently, there is a surplus of £2,306 that can be carried over for Coalville in Bloom 2022 which, along with the annual £5,000 contribution from Coalville Special Expenses, gives a total budget for 2022 of £7,306. Unless additional funding for 2022 can be secured then a significantly reduced scheme will need to be implemented. Officers will consider options for 2022 with members and will feed back proposals at a future meeting of the working party.

1.5 **CSE Assets** (Asset Management Plan)

1.5.1 **Scotlands Bowls Pavilion**

Cabinet were supportive of an application being submitted to the Bardon Community Fund for £2,500 to allow for solar panels to be installed on the building. Property

Services will lead on submitting the funding bid and will ensure, if successful, the scheme is aligned with the wider council project that will be considering the buildings portfolio of the council and assessing where investment will realise the largest reductions in carbon emissions.

1.5.2 **Asset Management 2021/22**

As part of the Asset Management Plan (AMP) the following works are being planned to be delivered during this financial year;

Scotlands Recreation Ground Bowls Pavilion - £18,736

All work has now been completed on the building, including the installation of CCTV and an upgrade to the intruder alarm with the actual costs coming in £1,000 under budget. Consequently this item will be removed from future reports.

Coalville Park Public Conveniences - £6,180

To be converted to stainless steel fittings to reduce vandalism. 3 quotes have been obtained for the works which have all come in over budget. Consequently the project is being value engineered down within budget.

Melrose Road Recreation Ground Pavilion - £1,545

Painting of the building externally. This work has now been completed coming in £700 under budget and the item will be removed from future reports.

London Road Cemetery - £7,175

To deliver tree works. These works will be delivered during winter 2021/22.

Broomleys Cemetery - £3,605

Tree works and redecoration of the wrought iron gates. Quotes are currently being obtained for the redecoration of the gates and the tree works will be delivered during winter 2021/22.

Claremont Drive Play Area - £8,523

Consideration is being given to alternative options that can be undertaken at the play area so that the equipment doesn't have to be replaced and a saving can be effected to the Coalville Special Expenses budget. Consultation will take place with the ward member and, if in agreement, wider consultation will then take place with residents to understand their views. No decision on any changes will be taken without approval from the ward member and members of the working party will be kept abreast of progress.

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

All improvement works have now been completed and this item will be removed from future reports.

1.7 **Trees in Coalville**

Officers met with members and colleagues from LCC to support a countywide bid to the Local Authority Treescapes fund which gives 100% funding for the planting of trees along with a 3 year maintenance contribution, and also to the Urban Tree Challenge fund which provides replacement trees for highway verges. Areas identified as potential locations for additional trees were Bardon Road, Cropston Drive, Coalville Park (as part of the extension), Greenhill Road, Meadow Lane, Abbots Oak Drive and Blackwood. The Forestry Commission have extended the deadline for applications and therefore outcomes won't be known until October.

1.8 **London Road Cemetery**

As updated at the previous meeting, officers met with members on site on 15 June to discuss areas of concern;

General Grounds Maintenance

Following discussion it was agreed that the maintenance regime would continue as previously agreed.

Ashes Interment Area

Officers are currently investigating if there are graves that are older than 100 years and are therefore back in the ownership of the council and, if so, if these are in close enough proximity to be able to create an interment area for ashes. Further detail will be fed back at the next meeting.

Cemetery Wall

Following the structural survey, the wall has been deemed unsafe and Property Services have identified 4 options to replace it. As yet, no budget has been allocated to any works so the preferred option will need to be built into the Coalville Special Expenses Asset Management Plan. It should be noted that all costs are just indicative at this stage and will need to be worked up in more detail with a contractor once a preferred option has been identified. In addition, planning approval will need to be obtained;

Option 1

Removal of existing wall and supply and fit metal railing – £15,750

Removal and disposal of existing wall and make good affected ground - £4750.

Supply and fit new metal railing system to match existing as best as possible - £11,000.

Option 2

Removal of existing wall and re-build 1.2m high - £23,750

Removal and disposal of existing wall and make good affected ground - £4750

Excavate and install suitable footing, build solid 9" wall with Suitable coping - £19,000

Option 3

Removal of existing wall and re-build 2m high brick wall with columns with black metal railings in between columns on top of the brickwork section of 1.1m high, with black metal railings of 800mm high - £41,750

Removal and disposal of existing wall and make good affected ground - £5750

Excavate and install suitable footing, build solid 9" wall with Suitable coping and black metal railing - £36,000

Option 4

Removal of existing wall and re-build 2m high - £36,750

Removal and disposal of existing wall and make good affected ground - £5750

Excavate and install suitable footing, build solid 9" wall with Suitable coping - £31,000.

1.9 **Mobile Vehicle Activated Signage (MVAS)**

At the last meeting of the group, members were advised that MVAS was something that couldn't be funded using special expenses. Currently, of the 2 units and batteries held, one unit and one battery have both failed beyond repair. Consequently it is proposed that the working unit and battery are utilised until such time as one or either of them fail. This does mean there would be periods without the unit in situ as the battery charges. The cost of locating the unit during this period would be stood by the Parks and Open Spaces team.

1.10 **Grit Bin Request**

A member has asked that consideration be given to supporting a request from residents who would like a grit bin at the junction of Zetland Close and Wentworth Road. LCC facilitate such requests and have advised that the cost would be £325. This includes the purchase of the bin, the siting of it (if approved by LCC), the initial filling of it, an annual inspection, and the refilling of it during adverse weather conditions if resources allow, for the life of the bin. Members need to consider if this is something they'd wish to support.

1.11 **Memorial Square Solar Lights**

A member has asked that consideration be given to supporting a request from the Coalville Community Action Group by installing small white solar lights around the trees in Memorial Square.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 12 OCTOBER 2021

Title of Report	COALVILLE SPECIAL EXPENSES FINANCE UPDATE
Presented by	Anna Wright Finance Team Manager and Deputy Section 151 Officer
Background Papers	Addendum to Item 10 – Budget and Council Tax 2021/22 – Council 23 February 2021 Coalville Special Expenses Finance Update – Coalville Special Expenses Working Party 20 April 2021
Financial Implications	<p>The Net Revenue Expenditure for 2020/21 was £456k and the total funding available was £502k. The surplus of £46k was added to Coalville Special Expenses balances and these are now stand at £126k as at 31 March 2021. These figures are still subject to the final audit being completed.</p> <p>The monitoring figures as at Period 3 show a forecasted net revenue expenditure of £522k and total funding of £490k. The forecasted deficit would mean estimated balances of £94k as at 31 March 2022.</p> <p>Signed off by the Section 151 Officer: Yes</p>
Legal Implications	<p>None</p> <p>Signed off by the Monitoring Officer: Yes</p>
Staffing and Corporate Implications	<p>None</p> <p>Signed off by the Head of Paid Service: Yes</p>
Purpose of Report	<p>To inform the committee of the 2020/21 Final Outturn figures and the Coalville Special expense balances held as at 31 March 2021.</p> <p>To present the 2021/22 budgets monitoring figures as at Period 3 and the forecasted outturn for 2021/22.</p>
Recommendations	<p>THAT THE WORKING PARTY NOTES:</p> <ol style="list-style-type: none"> 1. THE 2020/21 FINAL OUTTURN FIGURES AND COALVILLE SPECIAL EXPENSE BALANCES AS AT 31 MARCH 2021. 2. THE 2021/22 PERIOD 3 BUDGET MONITORING FIGURES AND FORECASTED OUTTURN FOR 2021/22.

1. FORECASTED REVENUE OUTTURN 2020/21

- 1.1 The net revenue expenditure for 2020/21 was £456k and the total funding available was £502k. The surplus of £46k has been added to Coalville Special Expenses balances and these are now £126k as at 31 March 2021. Appendix 1 shows more information in relation to the final outturn for 2020/21.
- 1.2 As previously reported, due to the pandemic there was a reduction in planned grounds maintenance services (£42k) and an underspend on overtime due to the majority of the 20/21 events being cancelled (£8k). Other major variances were reduced service management recharges (£10k) and increased burial fee income (£7k).
- 1.3 A list of the earmarked reserves and the asset protection reserves as at 31 March 2021 are shown on Appendix 1.

2. BUDGET MONITORING 2021/22 – PERIOD 3 & FORECAST OUTTURN

- 2.1 The net revenue budget for 2021/22 is £560k and the total funding available is £490k, leading to a budgeted deficit of £70k. The period 3 forecasted outturn figures show net revenue expenditure of £522k and a reduced forecasted deficit of £32k. The Coalville Special Expenses balances are forecast to be £94k as at 31st March 2022. Appendix 2 shows more information regarding the period 3 figures.
- 2.2 The main variances are an increase in forecasted burial fee income of (£6k) and due to the ongoing effects of covid the Picnic in the park event had to be cancelled (£17k) and there are further savings from a vacant post and reduced overtime (£14k).
- 2.3 A list of the earmarked reserves and the asset protection reserves as at 4 July 2021 are shown on Appendix 2.

COALVILLE SPECIAL EXPENSES 20/21 - ACTUALS & FINAL OUTTURN

	2020/21	
	Original Estimate	Final Outturn
	£	£
Parks, Recreation Grounds & Open Spaces	307,270	271,812
Broomley's Cemetery & Closed Churchyard	25,110	21,316
One Off Grants	2,000	499
Coalville Events	71,910	63,448
Other Expenses	8,620	6,992
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	414,910	364,067
Service Management recharges	101,970	92,248
ANNUAL RECURRING EXPENDITURE	516,880	456,315
FUNDED BY:		
Use of Reserves	14,927	(45,638)
Precept	443,566	443,566
Localisation of Council Tax Support Grant	58,387	58,387
	516,880	456,315
BALANCES 1st APRIL 2020	80,854	80,854
CONTRIBUTION TO/(FROM) RESERVE	(14,927)	45,638
BALANCES 31st MARCH 2021	65,927	126,492

<u>OTHER CV SPECIAL EXPENSE RESERVES</u>	Balances 01.04.20	Contributions 20/21	Expenditure 20/21	Balance as at 31.03.21
	£	£		£
<u>EARMARKED RESERVES</u>				
Graffiti art project - CV park green flag award	1,200	0	0	1,200
Legal fees to remove covenants & amend S106 (Barratts)	6,000	0	1,778	4,223
Local Authority Parks Improvement Programme	15,714	0	0	15,714 *
Cropston Drive Sports Pavilion Roof Replacement	2,000	0	2,000	0
Purchase of bulbs and planting	0	2,140	0	2,140
Scotlands Playing Fields - Environmental Improvement Projects	0	4,443	0	4,443
Coalville in Bloom	0	7,798	0	7,798
Christmas Decorations	0	30,000	0	30,000
	24,914	44,381	3,778	65,517
<u>ASSET PROTECTION RESERVES</u>				
Thringstone Miners Social Welfare Site - training area (10% contr)	7,431	0	0	7,431
Cemetery/Recreation Ground	22,857	0	15,893	6,965 *
	30,288	0	15,893	14,396
<u>PPM EARMARKED RESERVES</u>				
Scotlands Rec Ground Bowls pavilion - Various works	0	13,000	0	13,000
London Road Cemetery - tree work	0	5,115	0	5,115
Additional Grave Space Broomleys	0	663	0	663
	0	18,778	0	18,778
TOTAL COALVILLE SPECIAL EXPENSE RESERVES	55,202	63,158	19,670	98,691

* All committed towards funding the Coalville Special Expenses Asset Management Plan in 2021/22 & future years.

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COALVILLE SPECIAL EXPENSES 2021/22 - PERIOD 3 ACTUALS & FORECASTED OUTTURN

	2021/22		
	Original Estimate	Actuals & Commitments as at 04.07.21	Forecasted Outturn as at 04.07.21
	£	£	£
Parks, Recreation Grounds, Open Spaces & War Memorials	332,780	94,167	335,200
Broomley's Cemetery	26,610	5,407	20,793
One Off Grants	2,000	0	2,000
Coalville Events	79,780	4,824	48,510
Other Expenses	8,690	8,692	5,000
TOTAL SPECIAL EXPENSES (Net Cost Of Service)	449,860	113,090	411,503
Service Management/Admin Buildings recharges	110,180	27,545	110,180
ANNUAL RECURRING EXPENDITURE	560,040	140,635	521,683
FUNDED BY:			
Use of Reserves	70,382	0	32,025
Precept	445,868	0	445,868
Localisation of Council Tax Support Grant	43,790	0	43,790
	560,040	0	521,683
BALANCES 1st APRIL	126,492	126,492	126,492
CONTRIBUTION TO/(FROM) RESERVE	(70,382)	0	(32,025)
BALANCES 31st MARCH	56,110	126,492	94,467

OTHER CV SPECIAL EXPENSE RESERVES	Balances 01.04.21	Contributions 21/22	Expenditure 21/22	Balance as at 04.07.21
<u>EARMARKED RESERVES</u>	£	£		£
Graffiti art project - CV park green flag award	1,200	0	0	1,200
Legal fees to remove covenants & amend S106 (Barratts)	4,223	0	0	4,223
Local Authority Parks Improvement Programme	15,714	0	0	15,714 *
Purchase of bulbs and planting	2,140	0	0	2,140
Scotlands Playing Fields - Environmental Improvement Projects	4,443	0	0	4,443
Coalville in Bloom	7,798	0	0	7,798
Christmas Decorations	30,000	0	0	30,000
	65,517	0	0	65,517
<u>ASSET PROTECTION RESERVES</u>				
Thringstone Miners Social Welfare Site - training area (10% contr)	7,431	0	0	7,431
Cemetery/Recreation Ground	6,965	0	0	6,965 *
	14,396	0	0	14,396
<u>PPM EARMARKED RESERVES</u>				
Scotlands Rec Ground Bowls pavilion - Various works	13,000	0	12,461	539
London Road Cemetery - tree work	5,115	0	0	5,115
Additional Grave Space Broomleys	663	0	663	0
	18,778	0	13,123	5,654
TOTAL COALVILLE SPECIAL EXPENSE RESERVES	98,691	0	13,123	85,567

* All committed towards funding the Coalville Special Expenses Asset Management Plan in 2021/22 & future years.

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