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Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 13 June 2023
Location	Room 101, Council Offices, Whitwick Road, Coalville , LE67 3FJ
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item		Pages
1. APPOINTMENT OF CHAIR		
	To appoint the Chair for the ensuing municipal year.	
2. APPOINTMENT OF DEPUTY CHAIR		
	To appoint the Deputy Chair for the ensuing municipal year.	
3. APOLOGIES FOR ABSENCE		
4. DECLARATIONS OF INTEREST		
	Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
5. MINUTES OF THE PREVIOUS MEETING		
	To confirm the minutes of the meeting held on 14 February 2023	3 - 6
6. 2023/24 EVENTS REPORT		
	Report of the Head of Property and Regeneration	7 - 12
7. CAPITAL PROJECTS UPDATE		
	Report of the Leisure Services Manager	13 - 18

8. FUTURE MEETING DATES

6.30pm Tuesday, 15 August 2023
6.30pm Tuesday, 10 October 2023
6.30pm Tuesday, 2 January 2024
6.30pm Tuesday, 13 February 2024
6.30pm Tuesday, 16 April 2024
6.30pm Tuesday, 11 June 2024

Circulation:

Councillor M Burke
Councillor D Everitt
Councillor M French
Councillor J Geary
Councillor J Legrys
Councillor J Page
Councillor J Windram
Councillor L 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, 14 FEBRUARY 2023

Present: Councillor D Everitt (Chair)

Councillors M B Wyatt, E G C Allman and M French

In Attendance: Councillors S Sheahan (Observer)

Officers: Mrs A Crouch, Mr J Knight, Mrs C Hammond, Mr P Wheatley, Mr G Hammons and Ms R Haynes

28. APOLOGIES FOR ABSENCE

There were no apologies received.

29. DECLARATIONS OF INTEREST

Councillor J Legrys declared a registerable interest as a volunteer at Hermitage FM.

Councillor J Geary declared a registerable interest as Director of the Springboard Centre and as the council's representative for Coalville Town Football Club.

Councillor M Wyatt declared a registerable interest as the owner of two businesses in the town.

30. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the previous meeting held on 24 January 2023.

A member felt that one of the recommendations had not been captured accurately in the minutes and therefore it was agreed to alter the minutes to reflect that the recommendation was to increase the precept by no more than a maximum of 30%.

It was moved by Councillor J Geary, seconded by Councillor E Allman and

RESOLVED THAT:

The amended minutes of the meeting held on 24 January 2023 be confirmed as an accurate record of the proceedings.

31. 2022/23 QUARTER 3 FINANCE UPDATE REPORT

The Finance Team Manager presented the report to members and highlighted that the forecast for Quarter 3 had seen a significant improvement upon Quarter 2. Members attention was drawn to the amended Appendix C which showed the figures for Coalville in Bloom.

A member enquired how the budget would be monitored and how the information from the monitoring would be reported back to members. Officers responded that it would be monitored internally by the budget holders and that it would be brought back to this working party on a quarterly basis. Members were assured that as current members of the working party they would still be provided with the factual information leading up to the election in line with Pre-election period requirements.

A member asked for further clarification on the figures around Coalville in Bloom, noted that there had been a contribution of £5,000 from a developer and asked to see where the

contribution had been shown which came from businesses within the town. Officers explained that income and expenditure had been shown on the same line and confirmed that the funding for Coalville in Bloom would be a regular item out of the reserve should funding not be secured from developers or other outside sources. It was advised that should further funding come forward from external sources then this would be earmarked for Coalville in Bloom 2024.

A member asked why the £5,000 had been shown as removed from the scheme but officers explained that it had been taken out as the council knew it had been grant funded this year. Members expressed a wish to see Coalville in Bloom as a permanent feature. Officers explained that should this be something which members wished to keep in as base budget, then they would need to take something else out equalling £5,000. The decision had not been taken to remove it but had been demonstrated in the figures as having been funded by grant rather than by council tax. Members were advised that there had not been sufficient money in reserve to take forward for Coalville in Bloom but that due to the grant funding it had been secured this year.

It was clarified that the £5,000 budget allocated for Coalville in Bloom had not been removed and had been funded from grant rather than council tax during this financial year. Members asked that it be noted that future funding be sought from within the baseline budget and officers advised that further external funding would need to be secured to cover these costs.

It was moved by Councillor J Geary, seconded by Councillor J Legrys and

RESOLVED THAT:

1. The 2022/23 Quarter 3 Budget monitoring figures and forecasted outturn for 2022/23 be noted.
2. The proposed 2023/24 Coalville Special Expenses Budget be noted.

32. 2023/24 EVENTS REPORT

The Head of Property and Regeneration presented the report to members and confirmed that subject to ratification by Council then the events budget would stand at £84,440. Members were informed that at the previous week's Events Sub Group meeting, members were minded to retain the Picnic in the Park event over the Cinema in the Park event. It was also clarified that there would also be events for King Charles' III Coronation and Christmas in Coalville.

A member requested that Cabinet be supplied with the notes from the sub group meeting and were advised that these would be prepared for circulation at Cabinet by the time of its meeting in March.

Officers advised that the lead in period for events is very tight so the working party would need to start planning as soon as possible.

A member expressed concerns at the way the shop window competition had been judged in the past and requested that this be undertaken by an outside group or committee for future competitions. Officers agreed that this would be something which would be considered.

Members asked for clarification on what "The Coronation Big Lunch" constituted, as mentioned in the report, and officers advised that they would seek further details and report back to members.

Clarification was also requested on what “a series of events” referred to more specifically and were advised that officers would furnish members with further details nearer to the time that the events had been planned for.

A member suggested that without these further details it would not be possible to make an informed recommendation and it was suggested that “subject to full details of the Coronation event being provided” be included the recommendations.

Officers confirmed that the decision to go ahead with Picnic in the Park instead of Cinema in the Park had been reached at the meeting of the sub group in the preceding week.

A member asked whether the Art Around Town initiative would go ahead and was advised that this would only be possible if grant funding was forthcoming.

A member queried why the Picnic in the Park had been reduced from a two day event to a one day event for 2023 and was advised by officers that this is due to the financial constraints faced this financial year.

A member suggested that food vendors be invited to the Coronation Big Lunch event in order to attract revenue from the hire of pitches and officers agreed to consider this.

Members requested that they be provided with a full programme of events and the subsequent costs in order that they fully understood what they were recommending.

It was moved by Councillor J Legrys, seconded by Councillor J Geary and

RESOLVED THAT:

1. The budget available in 2023/24 for Coalville events be noted.
2. The preferred option of Picnic in the Park for the summer event be agreed.
3. The proposed programme of events be agreed and recommended to Cabinet for approval, subject to further costings and a full programme of events for the King Charles III Coronation being provided to working party members.

33. CAPITAL PROJECTS UPDATE

The Leisure Services Team Manager presented the report to members and outlined the progress of the outstanding capital projects.

A member wished to reiterate that Coalville in Bloom should not be removed from the budget and that by including local businesses in the scheme, additional income was generated. Officers wished to remind members that when business owners come forward and request hanging baskets to display for Coalville in Bloom there is currently a subsidy which the council has to pay which adds to the expenditure from the budget.

A member raised concerns around the Scotland Road playing fields pavilion feasibility and suggested that soccer and bowls teams would use the facility in a very different way but suggested that with this in mind the pavilion could be designed to accommodate participants of both sports.

A member suggested that as the Bardon Road verge improvement project work would not be going ahead, that this funding be redirected to other improvements in the local area. It was debated whether the Bardon Community funding would allow this as it had been obtained for this specific project. Officers advised that clarification would need to be sought as to whether a revised plan could be considered as this had not been what the funding had originally been granted for.

It was moved by Councillor J Legrys, seconded by Councillor E Allman and

RESOLVED THAT:

1. The progress update on the 2022/23 Capital Projects be noted.
2. Option 1 in relation to the Claremont Drive play area be recommended to Cabinet.
3. The withdrawal of the Bardon Road verge improvement project be recommended to Cabinet. However an alternative project be drawn up, using the Bardon Community funding and a £1,000 contribution from Coalville Special Expenses.

The meeting commenced at 6.00 pm

The Chairman closed the meeting at 7.55 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 13 JUNE 2023

Title of Report	2023/24 EVENTS REPORT
Presented by	Paul Wheatley Head of Property and Regeneration
Background Papers	Coalville Special Expenses Working Party meeting 14 February 2023 Cabinet meeting 28 March 2023
Financial Implications	There are no direct financial implications arising from this report. All proposals are within the 2023/24 events budget. Signed off by the Section 151 Officer: Yes
Legal Implications	The holding of events in Coalville is a discretionary service. The CSEWP recommends to Cabinet the events it wishes to run in the year using its available budget. Signed off by the Monitoring Officer: Yes
Staffing and Corporate Implications	Staff resources are used to manage and deliver the agreed events programme with the associated costs charged to the Special Expenses budget. Signed off by the Head of Paid Service: Yes
Purpose of Report	To present an update of the 2023/24 events programme to Coalville Special Expenses Working Party.
Recommendations	THAT THE WORKING PARTY 1) NOTES THE PROGRESS MADE AGAINST THE 2023/24 EVENTS PROGRAMME 2) NOTES THE PROPOSED DATE OF THE CSEWP EVENTS SUB GROUP MEETING ON 29 JUNE

1. SPECIAL EXPENSES EVENTS BUDGET

- 1.1.1 The budget available for Coalville Special Expenses Events to deliver the 2023/24 events programme is £84,440.
- 1.1.2 A grant of £2,690.11 from the Bardon Hill Quarry - Community Fund was received on 27 March, this grant supported the delivery of additional art and entertainment elements in respect of the King Charles III Coronation Celebrations in the town centre and Coalville Park during May 2023.

2. 2023/24 EVENTS PROGRAMME

2.1.1 The 2023/24 events programme as recommended by the CSEWP meeting on 14 February was approved by Cabinet on 28 March 2023.

2.1.2 The 2023/24 events programme

Date	Event	Description	Allocated budget	Status
28 April to 14 May	King Charles III Coronation Celebrations	A series of events / activities to celebrate the coronation of King Charles III, to include: <ul style="list-style-type: none"> Decorating the town centre – bunting, shop window competitions etc. The Coronation Big Lunch Art Around Town (externally funded by a grant) 	£4,000 £2,690.11 (grant)	Delivered
18 June	Picnic in the Park	A free family event in Coalville Park, featuring a main stage, live music, craft and food stalls, on field activities and entertainment and local charity stalls	£20,000	Advanced planning
25 Nov	Christmas in Coalville	A day of Christmas festivities in Coalville town centre (details of programme for the day to be discussed at a future meeting of CSEWP Events sub group meeting)	£14,000	Early planning
25 Nov to 4 Jan 2024	Coalville Christmas Decorations	Town centre Christmas decorations, comprising of lamp post mounted decorations (where permitted), bespoke decorations on Memorial Clock Tower, pea lights in trees (High Street and Memorial Square) and two large Christmas trees (Memorial Square and Marlborough Square*) *public realm works might prohibit the inclusion of a large tree in this location in 2023	£30,000	Advanced planning – installation contract agreed until January 2027
Event management and organisation costs			£16,000	
TOTAL			£84,000	

2.1.3 King Charles III Coronation Celebrations were delivered in Coalville Park and town centre in May 2023. The event on 7 May in Coalville Park was blessed with good weather resulting in very good attendance, with no incidents or accidents reported. Fourteen town centre shops and public venues exhibited fifty A3 boards and 10 large original artworks created by local residents, children, four schools and community groups. Bunting was installed around the town centre and many shops and businesses decorated their windows in red/white and blue, entering the best dressed window competition. Refer to appendix one for further information about the event and exhibition.

- 2.1.4 Picnic in the Park, 18 June – plans for the event are advanced and all arrangements are in place to deliver the event on 18 June. The event includes a main stage, live music, craft, food and drink stalls and on field activities (table football, climbing wall, graffiti workshop, craft area, skate park activities and performers).
- 2.1.5 It is proposed that a CSEWP Events Sub Group meeting is held on Thursday 29 June to discuss specifically the details of the Christmas in Coalville event scheduled for delivery on Saturday 25 November. This meeting will allow an opportunity for members to contribute towards the planning of the event and to present their recommendations to CSEWP meeting on 15 August, allowing time for officers to plan the event.

Appendix one – King's Coronation public and media feedback overview



SOCIAL MEDIA

Six posts and one video on This is NWLeics
Reach = 30,944
Engagements = 411
Plus four posts in We Love Coalville

Two posts and one video on This is NWLeics
Reach = 210
Engagements = 31

Carole Whitehead

It was fab, thank you for a great afternoon 😊

Love Reply Hide 2w

Coalville C.A.N - Follow

Thanks This Is NWLeics for putting it on!

Like Reply Hide 2w

Sheila Ellix

Where is this please

Like Reply Hide 2w

Leah Williams

[Sheila Ellix Coalville park](#)

Like Reply Hide 2w

Sheila Ellix

[Leah Williams](#) thankyou 🙌

Like Reply Hide 2w

Molly Storer

Lovely atmosphere

Love Reply Hide 2w

Lauren Charlotte Richardson

It was a wonderful day thank you!! Xx

Sharon Becker

We had a great time and was alot there. Great entertainment too x

Pete Broadbent

It was a fantastic afternoon. I would welcome and look forward to more of these.

Love Reply Hide 2w

Coalville C.A.N - Follow

Was fab! Our crown making workshop went down fab with [Tim Neath - Visual Artist](#) and lots of people creating a crown to take away! And have their photo taken!

PHOTOS





NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 13 JUNE 2023

Title of Report	CAPITAL PROJECTS UPDATE
Presented by	Jason Knight Leisure Services Team Manager
Background Papers	None
Financial Implications	This report is providing the working party with an update on existing and new projects that already have or had approved budget or funding in place. Projects that were budgeted to be delivered in 2022/23 but weren't delivered have been requested to be carried forward as earmarked reserves into 2023/24. However, these are still to be approved. 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 and to seek approval on the recommendations within the report.
Recommendations	THE WORKING PARTY NOTES THE PROGRESS UPDATE ON THE 2023/24 CAPITAL PROJECTS

1.0 2023/24 CAPITAL PROJECTS**1.1 Lillehammer Drive - £4,223**

The legal representatives of Barratt's executed and returned all the required legal documentation and the planning application for the change of use has been approved. Unfortunately, due to delays caused by the Leicestershire County Council (LCC) legal team seeking further assurances from Barratt's regarding the use of the land, the Power of Attorney provided by Barratt's expired. Consequently, an upto date Power of Attorney has been requested. Once completed the prepared lease will be signed and management of the area will be transferred to Belvoirdale School. Works will then be undertaken utilising the Barratt's Section 106 contribution earmarked for landscaping the area.

1.2 Coalville in Bloom 2023 £5,000

Locations of flower troughs and hanging baskets have been agreed, and local businesses who participated in the scheme in 2022 have been invited to do so again in 2023. All flowers will be delivered and put in situ during June.

1.3 **CSE Assets**

The Asset Management Plan approved as part of the 2023/24 budget setting process is attached as Appendix A. All works budgeted for in 2023/24 will be delivered during the financial year, but those due to be delivered in 2022/23 but were unable to be are still awaiting approval to be delivered in 2023/24 as part of the Earmarked Reserves process.

1.3.1 **Asset Management 2023/24**

As per the Asset Management Plan (attached as Appendix A), the following works are planned to be delivered in 2023/24;

Refurbishment of Disabled Toilets at Coalville Park - £4,500

This work will be undertaken later in the year.

Scotlands Pavilions Repairs and Maintenance - £3,000

A scheme of works is being developed by Property Services prior to delivery.

Broomleys Cemetery Pathworks - £4,130

A contractor has been identified to undertake these works which will be completed in spring or early summer.

Ascot Drive Play Area Fencing Works - £1,540

This work has been completed and the item will be removed from future reports.

St Faiths Road Play Area Equipment Removal and Creation of a More Biodiverse Area - £2,500

This work will be undertaken in spring or early summer.

Staples Drive Play Area Fencing Works - £10,340

This work will be undertaken in spring or early summer.

1.3.2 **Asset Management 2022/23**

Whilst scheduled for delivery in 2022/23, due to unforeseen circumstances these works were unable to be undertaken. Subject to approval as part of the Earmarked Reserve process, they will now be delivered in 2023/24;

Scotlands Recreation Ground Bowls Pavilion Access Road Pothole Repairs - £4,054

This work was not delivered due to capacity issues within the Parks and Open Spaces Grounds Maintenance team. Subject to financial approval, the works will be undertaken later in the year.

Broomleys Cemetery Tree Works - £4,000

This work was not undertaken due to the loss of a Tree Surgeon in the Parks and Open Spaces team in 2022/23. Subject to financial approval, these works will be undertaken in autumn.

Broomleys Cemetery Pathworks - £3,000

This work was not undertaken due to the inability to procure a suitable contractor which has now been resolved. Subject to financial approval, it is hoped these works can be delivered in spring or early summer alongside the similar works highlighted at 1.3.1.

Cropston Drive (£33,050), Claremont Drive (£8,520), and Sharpley Avenue (£17,530) Play Areas Equipment Replacement

These projects were not delivered due to procurement issues which delayed the process. Subject to financial approval, it is anticipated these works will be delivered in summer or autumn. 50% funding for the schemes at Cropston Drive and Sharpley Avenue has been secured by officers from the Bardon Community fund.

1.4 **Trees in Coalville**

Due to capacity issues, LCC colleagues were unable to plant additional trees on highway verges on Meadow Lane, Abbots Oak Drive, and Blackwood in 2022/23. This work will now be completed during winter 2023/24.

1.5 **Bardon Road Verge Improvements - £9,500**

Unfortunately, due to underground services and implications of future maintenance costs imposed by Leicestershire County Council, it was not possible to develop a desired scheme of works that met with members aspirations. Due to the length of time the project has taken, Broomley's Allotment Society have withdrawn their offer of £2,500 towards the project which has reduced the overall budget to £9,500. Whilst £7,500 has been secured externally from the Bardon Community Fund, £2,000 was committed from Coalville Special Expenses budgets.

At the last meeting of the Working Party, it was recommended to Cabinet that, with the approval of Bardon Community Fund, their funding be reallocated to an improvement scheme at alternative areas in Coalville including Swann Way and Headingley Close, also utilising £1,000 of the original £2,000 committed from Coalville Special Expenses budgets. Bardon Community Fund have unfortunately advised that the funding cannot be transferred to an alternative scheme. Consequently, the original funding offer from Bardon will be refused, the £1,000 allocated to the scheme will be returned to budgets, and the item will be removed from future reports.

1.6 **Community Grants Scheme**

Below is a final summary of the Community Grant applications received in 2022/23. There were 7 grants approved against a target of 8, and a spend of £1,719 against a budget of £2,000.

Applicant	Project Name	Date Received	Amount Requested	Total Project Value	Application Status	Comments
Falcon Support Services	George Smith Hub Support Room	28/04/2022	£250.00	£575.00	Approved	
Feed The Need Coalville	Fresh Food Scheme	08/05/2022	£250.00	£270.00	Approved	
Coalville CAN	LE67 Stories	04/08/2022	£250.00	£1,650.00	Withdrawn	project on hold until next year
Without Walls	Coalville Singing Café	05/08/2022	£250.00	£7,274.80	Approved	
Friends Of Greenhill Tenants Association	Free Family Xmas Party	05/10/2022	£250.00	£331.80	Approved	
Broom Leys Surgery PPG	PPG Equipment fundraising	06/10/2022	£250.00	£1,600.00	Withdrawn	Re-submit when the rest of the funds have been secured.
New Life Church	REVIVE	14/10/2022	£245.86	£245.86	Approved	
Charles Booth Centre	CBC Warm Hub	23/11/2022	£250.00	£300.00	Withdrawn	Apply to Warm Bank Fund instead
Charles Booth Centre	Community Café	16/01/2023	£223.33	£343.33	Approved	
Leoni Fielding	Mums and Minds	22/02/2023	£250.00	£276.40	Unsuccessful	Individual not a constituted group.
Leicester Transport Heritage Trust	Browns Blue turns Midlands Red	20/02/2023	£250.00	£513.73	Approved	
Church Lads' & Church Girls' Brigade	Sports Equipment Update	29/03/2023	£242.87	£242.87	Unsuccessful	Received after fund had closed.

As these Community Grants are not available in 2023/24, having been replaced by the UK Shared Prosperity Fund funding allocated to supporting and funding localities across the district, this item will be removed from future reports.

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COALVILLE SPECIAL EXPENSES - 23/24

Asset/Site	Brief Description of Works	Proposed C/Fwd's into 23/24 (EMR's) TBC	2023/24 Budget
PARKS AND RECREATION (Exp code 0477-0115)			
COALVILLE PARK - Public Conveniences	Refurbishment of disabled of disabled toilets.		£4,500
CROPSTON DRIVE - Pavilion	No planned work		
MELROSE ROAD RECREATION GROUND - Pavilion	No planned work		
OWEN STREET - Pavilion	No planned work		
SCOTLANDS RECREATION GROUND - Sports Pavilion	Ongoing revenue commitments to repairs & mtce		£3,000
SCOTLANDS RECREATION GROUND - Bowls pavilion	Repairs to pot holes in access road	£4,054	
THRINGSTONE REC GROUNDS - Bowls Pavilion	No planned work		
		£4,054	£7,500
CEMETERY / CHURCHYARDS (Exp Code 0451-0115)			
COALVILLE CLOSED CEMETERY, LONDON ROAD	No planned work		
COALVILLE CEMETERY, MEADOW LANE (Broomleys)	Tree works	£4,000	
	Path works - sealing	£3,000	£4,130
		£7,000	£4,130
MEMORIALS (Exp Code 0477-0115)			
COALVILLE MEMORIALS	No planned work		
		£0	£0
PLAY AREAS (Exp Code 0477-0115)			
ASCOT DRIVE	Fencing works		£1,540
ADAM MORRIS WAY	No planned work		
BURGESS ROAD	No planned work		
COALVILLE PARK	No planned work		
CROPSTON DRIVE	Replacement equipment	£33,050	
CLAREMONT DRIVE	Replacement equipment	£8,520	
GREENHILL BMX	No planned work		
KENDRICK CLOSE	No planned work		
MELROSE RD	No planned work		
ST FAITHS RD	Remove equipment and create biodiverse area		£2,500
STADIUM CLOSE	No planned work		
STAPLES DRIVE	Fencing works		£10,340
SHARPLEY AVENUE	Replacement equipment	£17,530	
SUNNINGDALE	No planned work		
THE OVAL	No planned work		
WESTERN AVENUE	No planned work		
		£59,100	£14,380
	TOTAL EXPENDITURE	£70,154	£26,010

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