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Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Wednesday, 20 December 2023
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
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 interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
<b>3. MINUTES OF THE PREVIOUS MEETING</b>	
To confirm the minutes of the meeting held on 10 October 2023	<b>3 - 6</b>
<b>4. DRAFT 2024/25 COALVILLE SPECIAL EXPENSES BUDGET</b>	
The report of the Head of Finance	<b>7 - 18</b>
<b>5. 2023/24 EVENTS UPDATE</b>	
The report of the Head of Property and Economic Regeneration	<b>19 - 28</b>

Circulation:

Councillor M B Wyatt (Chairman)  
Councillor M Burke  
Councillor D Everitt  
Councillor M French  
Councillor J Geary  
Councillor J Legrys  
Councillor J Page  
Councillor J Windram  
Councillor L Windram (Deputy Chairman)

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 10 OCTOBER 2023

Present: Councillor M B Wyatt (Chair)

Councillors M Burke, D Everitt, M French, J Geary, J Page, J Windram and L Windram

In Attendance: Councillors

Officers: Mr J Knight, Mr P Wheatley, Mr T Devonshire and Mr P Stone

#### **14. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor J Legrys.

#### **15. DECLARATIONS OF INTEREST**

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

Councillor M Wyatt declared a registerable interest in all items as the owner of two businesses in Coalville.

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

It was moved by Councillor J Geary, seconded by Councillor L Windram and

RESOLVED THAT:

The minutes of the meeting held on 15 August 2023 be confirmed as an accurate record of proceedings.

#### **17. CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report.

A Member discussed a letter sent to him by a constituent concerning Scotland's Pavilion repairs and maintenance. He then asked if the money allocated for the repairs and maintenance would be coming out of the S106 money. The Leisure Services Team Manager advised that this would not be the case as S106 money must be spent on new infrastructure to meet the additional demand created by the development, not general maintenance.

The Member was concerned that if the money was not spent it could be reclaimed and there were other things which the money could be spent on. The Leisure Services Team Manager assured the Member that the money would not be committed until the feasibility study on improving the Pavilion had been completed.

The Head of Property and Economic Regeneration added that there had previously been a request to see a report on the Pavilion, and it would soon be going before the Working Party.

In response to a Member suggesting that the public expected the money to be spent, the Head of Property and Economic Regeneration advised that the £37,000 figure would not cover the whole cost but other sources of funding would be solicited. The finished Pavilion could be presented to the public as an aggregate of various historic S106 contributions.

The Ward Member was happy for the plan to replace the equipment at Claremont Drive to be cancelled, as long as the funding was reserved for other things at the Playground.

The Chairman expressed his pleasure with Coalville in Bloom and particularly that there had been no vandalism.

All Members wanted to see Coalville in Bloom be held again in 2024.

The Chairman expressed concern about the consultation process for works on Sharpley Avenue: he was disappointed with the scheme himself and felt that the public had also been inadequately informed.

The Ward Member concurred that he too would like the project to be cancelled.

The Leisure Services Team Manager advised that reducing the scope of the scheme may be a prudent compromise.

In response to a second Member expressing concern with the process of approving the scheme, the Leisure Services Team Manager advised that it had been a combined effort between Officers, the previous Ward Member, and the previous Portfolio Holder

The Chairman expressed concern with the role of shelters in stimulating anti-social behaviour amongst teenagers. He also called for greater Ward Member involvement moving forwards in the decision making process.

It was moved by Councillor L Windram, seconded by Councillor J Windram, and

RESOLVED THAT:

1. The progress update on the 2023/24 Capital Projects be noted.
2. Cabinet be recommended to change their decision to replace the play equipment at Claremont Drive Play Area, and instead the equipment be removed and a more biodiverse area created, saving £7000 from earmarked reserves that can be transferred back into the Coalville Special Expenses balance.
3. Cabinet be recommended not to progress the Community Woodland Project at Sharpley Avenue Recreation Ground.
4. Cabinet be recommended to approve that Coalville in Bloom be delivered for 2024 either by sponsorship or within the approved budget for next year.

## **18. 2023/24 EVENTS UPDATE**

The Head of Property and Economic Regeneration presented the report.

A Member expressed concern that Gylo was constraining organisational planning. He was particularly concerned whether permission for the shopping centre and Needhams Walk to be used had been approved. The Head of Property and Economic Regeneration advised that the situation was such that last minute adjustments were possible and flexibility was required but permission had been granted.

The Chairman added that Gylo were late in coming forward and the fact of chasing them had hampered planning efforts.

A Member expressed concerned that Gylo could pull out at the last minute and in response the Head of Property and Economic Regeneration advised that Officers are working to formally secure the agreement.

The Chairman suggested that celebrating the 125 year anniversary of Coalville Park was a good opportunity to put on a particularly impressive event. He ventured a few ideas including proms in the park being held, that a time capsule be organised, and that a member of the Royal Family should be invited or another dignitary.

A couple of Members welcomed the Chairman's enthusiasm and the larger scheme, but they were less effusive about the particular idea of inviting the Royal Family.

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

RESOLVED THAT:

1. Progress made against the 2023/24 Events and Christmas Lights Programme be noted.
2. The 2024/25 draft Events Programme be noted.
3. Consideration be given to including a time capsule and that an invitation be sent to the Lord Lieutenants Office to invite an appropriate dignitary to attend the 125 year anniversary celebration of Coalville Park.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.12 pm

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
WEDNESDAY, 20 DECEMBER 2023

<b>Title of Report</b>	<b>DRAFT 2024/25 COALVILLE SPECIAL EXPENSES BUDGET</b>
<b>Presented by</b>	Anna Crouch Head of Finance
<b>Background Papers</b>	<a href="#">General Fund Budget 2023/24</a> – Council 23/02/2023
<b>Financial Implications</b>	It is a statutory requirement that the Council approves a balanced budget. Special expenses are part of the Council's budget and therefore must also have a balanced budget.  The report provides a proposed draft balanced budget.  <b>Signed off by the Section 151 Officer: Yes</b>
<b>Legal Implications</b>	There are no legal implications arising directly out of this report.  <b>Signed off by the Monitoring Officer: Yes</b>
<b>Staffing and Corporate Implications</b>	There are no staffing and corporate implications arising directly out of this report.  <b>Signed off by the Head of Paid Service: Yes</b>
<b>Purpose of Report</b>	To present the draft 2024/25 budget to the Coalville Special Expenses Working Party.
<b>Recommendations</b>	<b>FOR THE COALVILLE SPECIAL EXPENSES WORKING PARTY TO PROVIDE COMMENTS ON THE DRAFT COALVILLE SPECIAL EXPENSES BUDGET FOR CONSIDERATION BY CABINET.</b>

**1. BACKGROUND**

- 1.1 This report provides an opportunity for the Working Party to provide comments on the draft budget for Coalville Special Expenses before it is presented to Cabinet on 9 January 2024.

**2. DRAFT BUDGET POSITION 2024/25**

- 2.1 As part of the budget setting process, the Coalville Special Expenses precept needs to be reviewed each year to make sure there is sufficient funding to cover future expenditure requirements.
- 2.2 The Coalville Special Expenses budget presented within this report may change to that presented to Cabinet. At the time of writing this report, the Council Tax Base has not yet been calculated. An estimated increase of 63 band D properties has been included in the draft budget for Coalville based on historical trends. Any updates will be provided at the meeting.

2.3 The budget includes a five- year Planned and Preventative Maintenance (PPM) programme which should provide sufficient budget to cover future planned maintenance along with a programme for play equipment replacement. The PPM programme has been updated as part of the budget preparation.

Budget Requirement

2.4 To enable consultation to commence, a draft budget requirement covering the period 2024/25 to 2028/29 has been produced and is available at Appendix A. Table 1 below shows the change in budget requirement from the current year budget to 2024/25.

Table 1: Budget Comparison 2023/24 to 2024/25

	2023/24 Budget	Budget Movements	2024/25 Budget
Cemetery	730	- 15,170	14,440
PPM (Cemetery)	4,130	7,960	12,090
Other Expenses	-	5,000	5,000
Parks, Recreation Grounds & Open Spaces	303,640	- 9,450	294,190
PPM (Parks/Recreation Grounds)	21,880	2,520	24,400
Events	84,440	12,510	96,950
<b>Net Cost of Services</b>	<b>414,820</b>	<b>3,370</b>	<b>418,190</b>
Service & Committee Management	99,880	- 10,120	89,760
<b>Net Cost of Services after Recharges</b>	<b>514,700</b>	<b>- 6,750</b>	<b>507,950</b>

2.5 An analysis of the budget movements from the 2023/24 to the 2024/25 budget are detailed in Appendix B. Key budget movements are:

- Increase in burial fee generating additional income of £14.5k
- Removal of the grant towards Coalville in Bloom – reduction of income of £5k
- Transfer of the maintenance for Owen Street to the General Fund, generating a saving of £17k. Following a review of special expenses, it has been identified that the subsidy for grounds maintenance at Owen Street should be funded from the general fund and not special expenses. The expenditure has been removed for 2024/25 and at the time of writing the report, officers were still reviewing the impact of historic spend. An update will be provided at the meeting.

Planned Preventative Maintenance (PPM)

2.6 The proposed PPM budget for 2024/25 is £36,490 and the planned maintenance is detailed in Table 2 below. Appendix C details the five-year planned maintenance programme.



Table 2: 2024/25 Planned Preventative Maintenance

	<b>2024/25 Budget</b>
<b>Coalville Park</b>	
Removal of Gym Equipment and reinstate ground	6,000
Tree dismantling x 1 Beech Tree (diseased)	2,000
<b>Scotlands Recreation Ground - Sports Pavilion</b>	
Ongoing Maintenance	3,000
<b>Scotlands Recreation Ground - Bowls Pavilion</b>	
Repair potholes in access road/Driveway repairs	5,000
Ongoing Maintenance	3,000
<b>London Rd, Coalville - Closed Cemetery</b>	
Tree works	1,020
<b>Meadow Lane (Broomley's), Coalville - Cemetery</b>	
creation of additional grave space	4,900
tree works	1,870
Path works - sealing	4,300
<b>Painting</b>	
Rolling programme of play areas	5,400
<b>TOTAL</b>	<b>36,490</b>

### Financing the Budget

- 2.7 The Council is required to set a balanced budget for each special expenses account. It is also good practice to have a minimum level of balances, which is recommended at circa 10% of reoccurring expenditure. Table 3 below shows the proposed funding of the 2024/25 budget and the estimated reserves position.

Table 3: Financing the 2024/25 Budget

	<b>2024/25 Budget</b>
<b>Funded By:</b>	
Contribution to Reserves	- 29,566
Precept (Council Tax)	537,516
<b>Total Funding</b>	<b>507,950</b>
<b>Reserves:</b>	
Forecasted Balance as at 01 April 2024	36,953
Contribution to Reserves	29,566
<b>Forecast Balance as at 31 March 2025</b>	<b>66,519</b>

- 2.8 It is proposed to increase the Council Tax for Coalville Special Expenses by £5.17 to £78.98 per annum for Band D equivalent. The table below shows the increase in Council Tax, split the increase in properties and the increase in precept.

Table 4: Council Tax

	<b>Band D Equivalents</b>	<b>Band D Precept</b>	<b>Council Tax</b>
<b>2023/24 Precept</b>	<b>6,743</b>	<b>73.81</b>	<b>497,701</b>
Increase in Band D Equivalents	63	73.81	4,650
7% increase in Precept	6,806	5.17	35,166
<b>Total Funding</b>	<b>6,806</b>	<b>78.98</b>	<b>537,516</b>

2.9 The proposed draft 2024/25 budget is balanced and allows for a contribution of £35,166 to reserves. The forecast reserves position at the 31 March 2025 is 14% of reoccurring expenditure. The indicative budget for 2025/26 onwards is currently unbalanced and requires sufficient savings, the PPM programme is unsustainable. Further work will be undertaken during 2024/25 to balance the budget for future years.

### 3. BUDGET APPROVAL PROCESS

3.1 The Coalville Special Expenses Budget is approved as part of Council's budgets and will follow the process detailed below:

- **Coalville Special Expenses Working Party – 20 December 2023**  
- considers the draft budget for Coalville Special Expenses
- **Corporate Scrutiny Committee – 4 January 2024**  
- to consider the draft budget and proposals
- **Cabinet – 9 January 2024**  
- to consider the draft budget and approve the consultation launch
- **Cabinet – 31 January 2024**  
- considers consultation responses and recommends final budget and council tax to Council.
- **Council – 22 February 2024**  
- approves the revenue and capital budgets for the General Fund, Housing Revenue Account (HRA) and Special Expenses and sets the Council Tax.

## COALVILLE SPECIAL EXPENSES BUDGET REQUIREMENT 2024/25-2028/29

	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
Cemetery	730	- 14,440	- 14,440	- 14,440	- 14,440	- 14,440
Planned Preventative Maintenance (Cemetery)	4,130	12,090	116,740	7,670	7,980	8,300
Other Expenses	-	5,000	5,000	5,000	5,000	5,000
Parks, Recreation Grounds & Open Spaces	303,640	294,190	293,850	293,490	297,710	297,540
Planned Preventative Maintenance (Parks/Recreation Grounds)	21,880	24,400	123,860	234,390	20,740	342,760
Events	84,440	96,950	95,120	95,120	95,120	95,120
<b>Net Cost of Services</b>	<b>414,820</b>	<b>418,190</b>	<b>620,130</b>	<b>621,230</b>	<b>412,110</b>	<b>734,280</b>
Service & Committee Management	99,880	89,760	89,760	89,760	89,760	89,760
<b>Net Cost of Services after Recharges</b>	<b>514,700</b>	<b>507,950</b>	<b>709,890</b>	<b>710,990</b>	<b>501,870</b>	<b>824,040</b>
<b>Funded By:</b>						
Contribution To/ (From) Reserves	- 2,402	29,566	- 188,902	- 185,136	28,895	- 288,318
Precept (Council Tax)	- 497,701	- 537,516	- 520,988	- 525,854	- 530,765	- 535,722
Localisation of Council Tax Support Grant	- 14,597	-	-	-	-	-
<b>Total Funding</b>	<b>- 514,700</b>	<b>- 507,950</b>	<b>- 709,890</b>	<b>- 710,990</b>	<b>- 501,870</b>	<b>- 824,040</b>

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## COALVILLE SPECIAL EXPENSES BUDGET - BUDGET MOVEMENT FROM 2023/24 TO 2024/25

	Cemetery	PPM Cemetery	Other Expenses	Parks, Recreation Grounds & Open Spaces	PPM (Parks/ Recreation Grounds)	Events	Service & Committee Management	Total
<b>2023/24 Budget</b>	<b>730</b>	<b>4,130</b>	<b>-</b>	<b>303,640</b>	<b>21,880</b>	<b>84,440</b>	<b>99,880</b>	<b>514,700</b>
Increase in Burial Fees	- 14,530							- 14,530
Removal of 2023/24 One-Off PPM		- 4,130			- 21,880			- 26,010
Additional of 2024/25 PPM		12,090			24,400			36,490
Removal of one-off grant for Coalville in Bloom			5,000					5,000
Owen Street - transfer maintenance to General Fund				- 17,110				- 17,110
Removal of one-off ear-marked budget contribution				15,710				15,710
Salary Adjustments						5,330		5,330
Removal of Coronation 2023 Budget						- 4,000		- 4,000
Reduction of Summer Events Budget						- 2,000		- 2,000
Additional Income - Christmas Event						- 400		- 400
Accounting Adjustment						13,580	- 10,120	3,460
Recharges	- 740			- 7,920				- 8,660
De-minimis changes	100			- 130				- 30
								-
<b>2024/25 Budget</b>	<b>- 14,440</b>	<b>12,090</b>	<b>5,000</b>	<b>294,190</b>	<b>24,400</b>	<b>96,950</b>	<b>89,760</b>	<b>507,950</b>

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## COALVILLE SPECIAL EXPENSES BUDGET - PLANNED PREVENTATIVE MAINTENANCE PROGRAMME 2023/24-2028/29

	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
<b>Coalville Park</b>						
Refurbishment of Disabled Toilet	4,500					
Removal of Gym Equipment and reinstate ground		6,000				
Tree dismantling x 1 Beech Tree (diseased)		2,000				
<b>Cropston Drive - Pavilion</b>						
External and Internal Renovation of Changing Rooms				4,300		
<b>Scotlands Recreation Ground - Sports Pavilion</b>						
Structure – repairs to structure						5,000
Ongoing Maintenance	3,000	3,000	3,000	3,000	3,000	
Walls – year 1-5 renew external timber cladding,						25,000
Roof – year 1-5 new insulated roof,						20,000
Changing Rooms – year 1-5 update facilities						5,000
Floors – recoat with concrete floor pain						2,000
Walls – maintenance and decoration						2,000
Ceilings – maintenance and decoration						2,000
Services – year 1-5 new sanitary ware,						7,000
Kitchen/Store – floor - recoat with concrete floor paint						1,000
Kitchen/Store – walls – redecoration and maintenance						1,000
Kitchen/Store – ceiling – redecoration and maintenance						1,000
Kitchen/Store – services – year 1-5 replace units						2,000
General - Carbon Efficiency Improvements						20,000
<b>Scotlands Recreation Ground - Bowls Pavilion</b>						
Repair potholes in access road/Driveway repairs		5,000				40,000
Ongoing Maintenance		3,000	3,000	3,000	3,000	
Structure – repairs to structure						5,000
Walls – internal decoration, year 1-5 treatment for fire retardant paint						10,000
Floor – replacement floor coverings						3,000
Ceiling - internal decoration, year 1-5 treatment for fire retardant paint						5,000

	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
Services – year 1-5 upgrade electric supply and install new irrigation pump						15,000
Roof – year 1-5 roof repairs and re-coating polyester coating						8,000
Walls – year 1-5 renew external timber cladding						20,000
Doors & windows – year 1-5 new doors and windows						8,000
Outbuildings – year 1-5 re-roof and repairs to structures,						6,000
Insulation – install insulation to improve thermal efficiency						8,000
Car Park – year 1-5 partial resurfacing						10,000
<b>Thringstone Recreation Ground - Bowls Pavilion</b>						
Non binary facilities				5,000		
<b>London Rd, Coalville - Closed Cemetery</b>						
Tree works		1,020	1,050	1,080	1,190	1,310
Remove & replace wall			109,290			
<b>Meadow Lane (Broomley's), Coalville - Cemetery</b>						
creation of additional grave space		4,900				
tree works		1,870	1,930	1,990	2,050	2,110
Path works - sealing	4,130	4,300	4,470	4,600	4,740	4,880
<b>Ascot Drive - Play Area</b>						
Replacement Equipment						
Fencing	1,540				12,080	
<b>Burgess Road - Play Area</b>						
Replacement Equipment			40,160			
Gate Maintenance						3,500
<b>Coalville Park - Play Area</b>						
Replacement Equipment				118,380		
Fencing						10,000
<b>Cropston Drive - Play Area</b>						
Replacement Equipment				11,150		
<b>Greenhill - BMX</b>						
Replacement Equipment			75,000			
<b>Kendrick Close - Play Area</b>						
Replacement Equipment						40,000



	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
<b>Stadium Close - Play Area</b> Replacement Equipment			2,700			
<b>St Faiths - Play Area</b> Replacement Equipment Fencing	2,500 10,340					
<b>Staples Drive - Play Area</b> Replacement Equipment Entrance Gates				3,000		10,700
<b>Sharpley Avenue - Play Area</b> Replacement Equipment				23,200		
<b>Sunningdale - Play Area</b> Replacement Equipment				4,790	2,660	26,000
<b>The Oval - Play Area</b> Replacement Equipment				46,570		
<b>Western Avenue - Play Area</b> Replacement Equipment Fencing				12,000		15,000
<b>Painting</b> Rolling programme of play areas		5,400				6,560
<b>TOTAL</b>	<b>26,010</b>	<b>36,490</b>	<b>240,600</b>	<b>242,060</b>	<b>28,720</b>	<b>351,060</b>

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
WEDNESDAY, 20 DECEMBER 2023

Title of Report	EVENTS UPDATE
<b>Presented by</b>	Paul Wheatley Head Of Property and Regeneration
<b>Background Papers</b>	None.
<b>Financial Implications</b>	There are no direct financial implications as a result of this report. However, members will need to be mindful of the budget pressures when developing the events programme for 2024/25 and ensure all expenditure is either within approved budgets or source external funding. <b>Signed off by the Section 151 Officer: Yes</b>
<b>Legal Implications</b>	None. <b>Signed off by the Monitoring Officer: Yes</b>
<b>Staffing and Corporate Implications</b>	None <b>Signed off by the Head of Paid Service: Yes</b>
<b>Purpose of Report</b>	To update members on the 2023/24 events programme and to consider proposals for member engagement in the planning of 2024/25 events.
<b>Recommendations</b>	<b>THAT THE WORKING PARTY NOTES:</b>  1) <b>THE PROGRESS UPDATE ON 2023/24 EVENTS</b> 2) <b>THE PROPOSED MEMBER ENGAGEMENT FOR 2024/25 EVENTS</b>

**1. EVENTS 2023 / 2024**1.1 Event programme 2023 / 2024

1.1.1 Delivery of the 2023 / 2024 event programme has concluded.

Date	Event	Description	Allocated budget	Expenditure	Income	Net Cost To CSEWP 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	£4,000	£6,624.18	£2,690.11 <sup>1</sup>	£3,934.07	Delivered
	<sup>1</sup> grant received from Bardon Community Fund, this allowed additional activities (dressing the town centre, art initiatives and the Coronation photo area)						Delivered under budget
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	£25,900	£16,000	£2,432.00	£13,568	Delivered under budget
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)	£14,600	£14,600 <sup>2</sup>	£1152.00 <sup>3</sup>	£13,448	Delivered
	<sup>2</sup> This is still an estimate as departmental recharges (waste, parks and event overtime is to be confirmed)						Delivered under budget
	<sup>3</sup> The target income for the event was £600, this has been exceeded.						Delivered under budget
25 Nov to 3 Jan 2024	Coalville Christmas Decorations	Town centre Christmas decorations, comprising of lamp post mounted decorations, bespoke decorations on Memorial Clock Tower, pea lights in trees (High Street and Memorial Square) and one large Christmas tree (Memorial	£30,000	On target	On target		Delivered

		Square)						
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## 1.2 Christmas in Coalville

1.2.1 Christmas in Coalville was delivered on Saturday 25 November in Coalville town centre from 10am to 5pm. The event comprised a Christmas food, drink and craft market, street performers, live and recorded music, mainstage and fun fair rides with a laser show finale. The event was in four areas: Belvoir Shopping Centre, Newmarket, Needham’s Walk and Market Hall car parks.

The following was delivered in Coalville Town Centre:

### **Belvoir Shopping Centre**

- Christmas Market – food, drink and crafts
- Santa (Coalville Belvoir Rotary Club)
- Street performers – four professional sets (The National Elf Service, Elvish Pressie, Elf stilt walker and Bubbles)
- Festive music and mini stage
- Live music – Leicester Co-op band, local school choirs (Belvoirdale, St Clare’s and St John the Baptist), Thornley dance group, Coalville Community Choir, Century Theatre Academy and barrel organist John Finney
- Pantomime characters (Century Theatre)
- Two small fun fair rides (train and cups and saucers)

### **Newmarket**

- Indoor market and festive guest stalls
- Music
- Kid’s Club crafts
- Caricaturist – Paul Rose
- Festive characters

### **Needham’s Walk car park**

- Main stage
- Bar
- Laser show

### **Market Hall car park**

- Fun fair rides

### **Competitions**

The Best Dressed Window, Best Illuminated Window and “Where’s the Elf?” trail competitions were launched on 25 November. Nearly 40 shops are displaying the small elves and nearly 30 shops have entered the window competitions. Winners will be announced w/c 18 December. Voting is via an online and paper process and the Chairman voted for his favourite window in early December.

1.2.3 The Newmarket team reported a very busy and successful day.

- 1.2.4 The guest traders in the Belvoir Shopping Centre all reported a very good trading day.
- 1.2.5 Event communication comprised of press, social media releases and a radio interview. Event material (posters and leaflets) were distributed in the town centre from 23 October. Further event communication is included in appendix one, this shows examples of the promotional and marketing materials and an infographic giving an overview of the response to press and social media.

## **2. CHRISTMAS LIGHTS**

- 2.1 Town centre lights were illuminated from 4pm onwards on 25 November, the lights were automatically lit up through the pre-programmed timers associated with each light. The Council's contractors were on-site to oversee the lights and to address any issues.
- 2.2 The Christmas lights scheme for 2023 comprises the following:
- A 9 metre Christmas Tree in Memorial Square
  - Four faces of Memorial Clock Tower decorated and illuminated
  - Pea lights in trees on High Street and Memorial Square
  - 22 pole mounted decorations
- 2.3 New electrical infrastructure (power cables, timers, residual current device (rcd)) was installed in the trees on High Street and Memorial Square, Memorial Square Christmas tree and on lamp columns throughout the town centre, this is to ensure that the infrastructure supports the lights and reduces issues.
- 2.4 There have been issues with the lights on Memorial Square Christmas tree, although they work continuously for over 48 hours they will randomly trip out, we are working to rectify the problem.

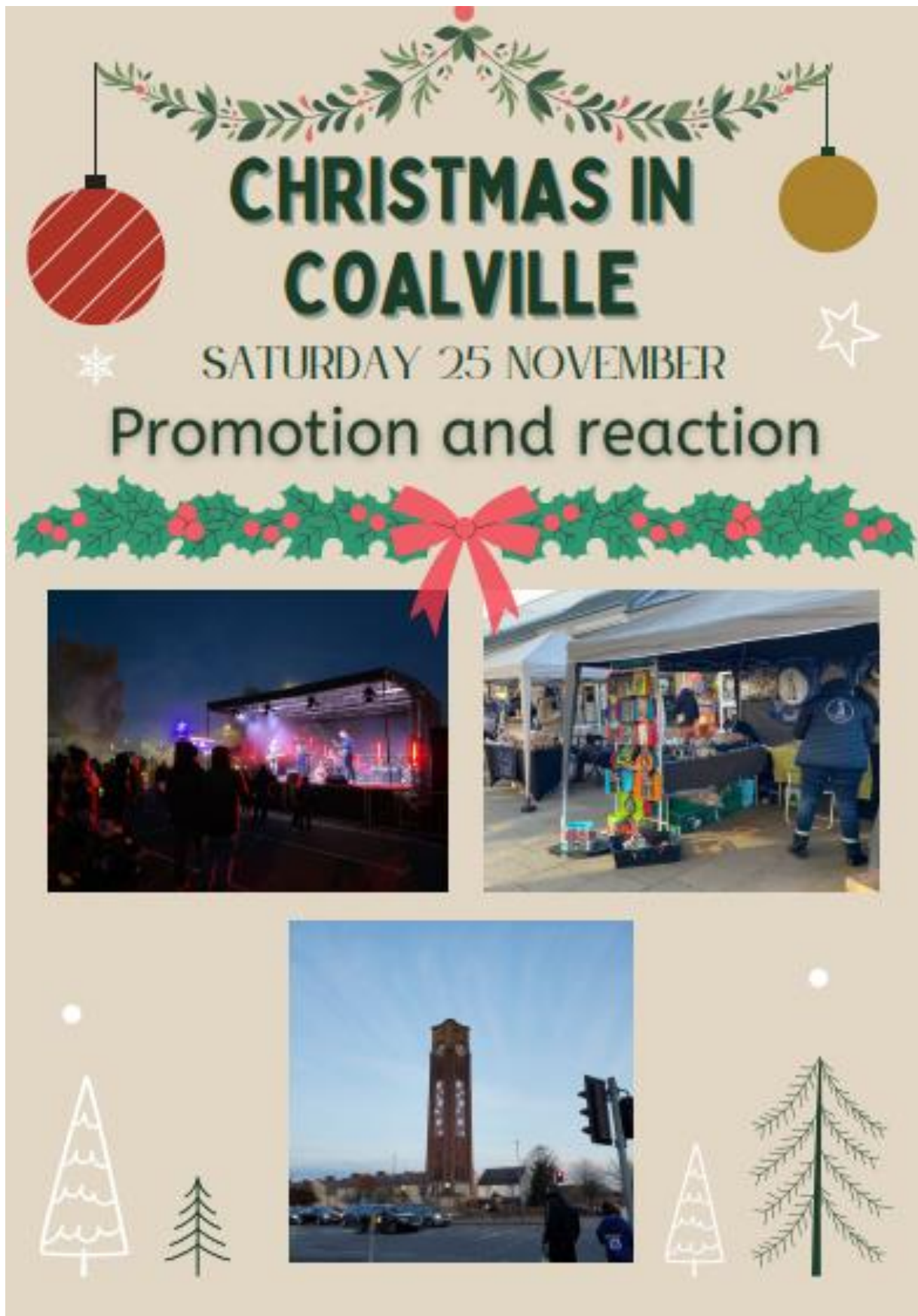
## **3. 2024 / 25 EVENTS**

### **3.1 Event programme 2024 / 2025**

- 3.1.1 2024 has the potential to be a high-profile year for Coalville with celebrations of 125 years of Coalville Park, 50 years of NWLDC and reopening of Marlborough Square all falling within the coming 12 months. To accommodate these opportunities, it is proposed that planning for the 2024 / 2025 event programme should commence early in the 2024 calendar year. It is suggested that an Events' Subgroup meeting is scheduled for either Thursday 18 or 25 January 2024 at 6.30pm (via MSTeams) whereby councillors can support the planning for the Summer event, this will then allow recommendations to be reported to the 13 February 2024 CSEWP meeting.
- 3.1.2 It is advised that planning for Christmas in Coalville 2024 should commence in June 2024 (after the CSWEP meeting scheduled for 11

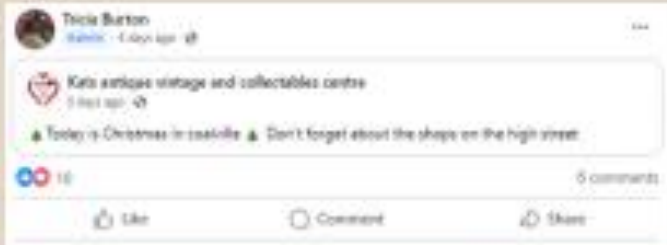
June). A further Events' Subgroup meeting could be scheduled for early September.

Appendix one





# WE LOVE COALVILLE PAGE



**5** Posts



45 Likes

8 Comments

1 Share





## SOCIAL MEDIA



- **8** Posts ● **91** Shares
- **289** Reactions
- **81** Comments
- **47,349** People Reached

This is NWLeics

- **5** Posts ● **6** Shares
- **30** Likes
- **0** Comments
- **600** People Reached



thisisnwleics



## NEWS COVERAGE

1 x News release = 2 pieces of coverage:  
Nub News and Fosse 107 interview

District Council will not use reindeer for 'entertainment'  
at festive events - including Christmas in Coalville



# FEEDBACK



## Positive



"Great event, looking forward to seeing the great window displays in the run up to Christmas."

"Brilliant day walking round , plenty of laughs, loads to see and do , Then the lights switch on , well what a disappointment "

"What a fabulous day! Well done all those that obviously worked so hard to make it a brilliant day."

"My cats thank you for not having fireworks they got terrified to death over November 5th weekends"

"Looking forward to buying some delicious Viennese whirls from Whirlicious at Newmarket Coalville"

"Fantastic idea ,lazer show instead of fireworks"

"Least you've brought the stage back this year. Was sorely missed last year"

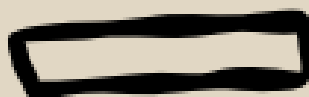
"Fancy this with the kids Danielle x"

"Just been into town it's really good"

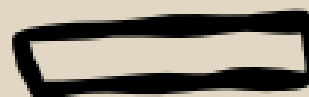
## Newmarket

"Had a lovely breakfast there this morning"

"My kids loved it there this morning! They declared today Grinch Day"



# Negative



"Coach shower of shine....  
again why bother"

"I never thought of parking  
in town, I was going to park  
in Ibstock. Thanks."

"so glad the fireworks were  
cancelled for the laser  
show...environmental  
impact my arse...yet fair  
running generators all day  
is ok..."

"Isn't Christmas usually  
the 25th of December ?"

"Christmas in November"

"parking was definitely an  
issue today"

"no parking spaces when we came this  
morning so turned and came home only  
coalville can have a big switch on and  
take up 2 parking lots!!!! well done !!!"



# Constructive



"Hope you will be advertising other  
events being held in the Shire in the  
run up to Christmas and not just  
Coalville and Ashby."



**11**

**Positive Comments**



**7**

**Negative Comments**

