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Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Tuesday, 10 June 2025
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

### **AGENDA**

<b>Item</b>		<b>Pages</b>
<b>1. APPOINTMENT OF CHAIR</b>		
	To appoint the Chair for the ensuing municipal year.	
<b>2. APPOINTMENT OF DEPUTY CHAIR</b>		
	To appoint the Deputy Chair for the ensuing municipal year.	
<b>3. APOLOGIES FOR ABSENCE</b>		
<b>4. 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>5. MINUTES OF THE PREVIOUS MEETING</b>		
	To confirm the minutes of the meeting held on 10 December 2024	<b>3 - 4</b>
<b>6. EVENTS UPDATE</b>		
	The report of the Head of Economic Regeneration	<b>5 - 8</b>

Circulation:

Councillor M B Wyatt (Chair)  
Councillor M Burke  
Councillor D Everitt  
Councillor M French  
Councillor J Geary

Councillor J Legrys  
Councillor J Windram  
Councillor L Windram (Deputy Chair)  
Councillor C Beck

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 DECEMBER 2024

Present: Councillor M B Wyatt (Chair)

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

In Attendance: Councillors R Johnson (Observer)

Officers: Mrs A Crouch, Mr J Knight, Mrs W May, Mr P Wheatley and Mr T Devonshire

## **9. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor C Beck.

## **10. DECLARATIONS OF INTEREST**

Councillor M Wyatt declared a registrable interest as the owner of two businesses within the town.

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

Consideration was given to the meeting held on 8 October 2024.

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

RESOLVED THAT:

The minutes of the meeting held on 8 October 2024 be approved as an accurate record of proceedings.

## **12. 2024/25 EVENTS UPDATE**

The Head of Property and Economic Regeneration presented the report.

The Committee thanked Officers for the delivery of Christmas in Coalville, with particular reference to the staff working at the indoor market and the Economic Regeneration and Development Team Manager.

The Chairman said that he had received wide public support for the new type of Christmas trees and praise for the Christmas lights too.

It was agreed that the specific costs of staffing annually for the different events would be provided by the Head of Finance.

The Principle Economic Development Officer suggested that particular thanks must also be offered to one of the Officer's in the Economic Regeneration Team, Anna Mansfield, who had been the lead officer for Christmas in Coalville.

The Chairman thanked Members for their comments.

## **13. 2024/25 CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report.

Members requested new trees to be planted at sites at Glen Way in Bardon Ward and Greenhill Play Field in Greenhill Ward. The Leisure Services Team Manager confirmed that they would be provided in consultation with the Ward Members.

In response to a Member, it was confirmed that Council would have responsibility for the ongoing maintenance and any liabilities associated at site where new trees were planted.

A discussion was had about relocating bins from children's play areas, in consultation with the Leisure Services Team Manager and the Chairman, subject to additional finances being allocated for this in future budgets or reserves being used to do so. Members considered moving a recommendation to Cabinet to this effect.

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

**RECOMMENDED THAT:**

Reserves of up to £1,000 be used to relocate two litter bins that are currently positioned within children's play areas, to outside the play areas.

#### **14. DRAFT 2025/26 COALVILLE SPECIAL EXPENSES WORKING PARTY BUDGET**

The Head of Finance presented the report.

No comments were received.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 6.52 pm

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 10 JUNE 2025

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 arising from this report. All proposals are within the 2025/26 events budget. <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>	Staff resources are used to manage and deliver the adopted events programme with the associated costs charged to the Special Expenses budget. <b>Signed off by the Head of Paid Service: Yes</b>
<b>Purpose of Report</b>	To present an update of the 2025/26 events programme.
<b>Recommendations</b>	<b>THAT THE WORKING PARTY NOTES:</b>  <b>1) THE PROGRESS UPDATE ON 2024/25 EVENTS.</b>

**1. 2025/26 EVENTS PROGRAMME**

1.1 The 2025/26 events programme has been set against the budget allocated within the Coalville Special Expenses budget, approved at the Council meeting on 20 February 2025.

1.2 The 2025/26 events programme:

Date	Event	Description	Allocated budget	Target income	Status
23 April 2025	St George's Day	Installation of St George flag at Memorial Clock Tower (installed 22 April, take down 29 April)	£100	NIL	Delivered
5 and 6 July 2025	Music and Picnic in the Park	A weekend of family focussed entertainment and activities in Coalville Park. <ul style="list-style-type: none"> <li>An evening of song, music, performance and entertainment (Saturday)</li> <li>A family fun day in Coalville Park, featuring a main stage,</li> </ul>	£20,000	£2,000	Advanced planning

		music, performances, entertainment, activities, workshops, stalls, food and drink (Sunday)			
29 Nov 2025	Christmas in Coalville	A day of Christmas festivities in Coalville town centre	£14,600	£1,000	Planning
29 Nov to 4 Jan 2026	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 one large Christmas tree in Memorial Square (Nordmann variety as 2024)	£30,000	NIL	Advanced planning – installation contract agreed until January 2027

**1.3 Music and Picnic in the Park, 5 and 6 July** – plans for the event are advanced and all arrangements are in place to deliver the event. The event will take place over two days in Coalville Park. Music in the Park on Saturday 5 July, 6pm to 9.30pm and Picnic in the Park on Sunday 6 July, 12pm to 5.30pm.

1.3.1 The programme arrangements for Music in the Park includes: a main stage, featuring The Rats (90s rock covers) and High Pressure (80s and 90s covers). The food and drink offer includes: Caribbean and Indian cuisine, woodfired pizza, coffee, ice cream and bar offering alcoholic and non-alcoholic refreshments. Attractions include a vintage carousel and street performers (stilt walkers, bubbles and balloons).

1.3.2 The programme arrangements for Picnic in the Park includes: a main stage – featuring Sing for the Soul Choir, Leicestershire Coop Band, Thornley Dance Academy, The Inspired and The Whiskey Chasers, a climbing wall, circus sensible (baby big top), craft workshop, street performers (stilt walkers, bubbles and balloons), stalls, charitable stalls (tombola etc.) and food and refreshments. Fair rides include: vintage carousel and two rides suitable for small children.

1.3.3 The event infrastructure (main stage and toilets) and security and first aid service providers have all been booked.

1.3.4 Sponsorship has been secured from Everyone Active, the event is on target to be delivered within budget and the income target has been achieved.

**1.4 Christmas lights** decorations this year include: a Nordmann Christmas tree (the same species as the 2024 tree) in Memorial Square, decorations on the four faces of Memorial Clock Tower, pea lights in permanent trees in Memorial Square and High Street and pole mounted decorations on lamp posts in Memorial Square, Ashby Road, Hotel Street, Marlborough Square and Jackson Street.

1.4.1 The town centre decorations will also include the 22 artificial trees (Marlborough Square) and nine boa wraps (Belvoir Road), which were introduced to the decoration schedule in 2024 and a Nordmann Christmas tree for Marlborough Square, made possible by funding from the UKSPF grant. The maintenance, installation and take down of these decorations is funded by the Council's general fund (Economic Regeneration budget) as they relate to the Council's Coalville Regeneration Framework initiatives.

1.5 **Christmas in Coalville** will take place on Saturday 29 November. The event is scheduled for delivery based on the event that was planned in 2024. The 2024 event programme was unfortunately reduced due to Storm Bert and it not being possible to deliver the main stage, programmed performances and the fire and snow cannon finale which were all cancelled.

1.5.1 Event planning is already well underway. It should be noted:

- a) A significant amount of the budget is already committed (stage, satellite stage and public address (pa) system).
- b) The use of the preferred venues of Belvoir Shopping Centre (BSC) and Needham's Walk car park are subject to receiving formal written permission from Gylo.
- c) It is proposed that the following locations will be used:
  - i. **Marlborough Square** – main stage, street performers and Santa (the majority of the square will remain available creating a safe space to accommodate the audience). It is hoped that the 'fire show' and snow cannon finale will be available for 2025. The road closure arrangements are in place.
  - ii. **Belvoir Shopping Centre** – satellite stage (recorded music and small performances), street performances and food, drink and craft stalls.
  - iii. **Needham's Walk car park** – small funfair rides and side stalls.
  - iv. **Market Hall car park** – to be used as a car park.
- d) Christmas window competitions – it is proposed that the two competitions: Best Dressed Window and Best Illuminated Business are organised again this year. Officers hope to work with the Coalville Business Team to promote this.
- e) Christmas trail – a new Christmas Trail will also be launched, in liaison with local businesses, which will run throughout December to encourage footfall and visitors to shop locally throughout the town centre over the festive period.

1.5.2 Further event planning details will be presented to the next CSEWP meeting on 19 August 2025.

Policies and other considerations, as appropriate	
Council Priorities:	- Planning and regeneration
Policy Considerations:	None.
Safeguarding:	None.
Equalities/Diversity:	None.
Customer Impact:	The provision of events and festive lighting creating pride in our town centres.
Economic and Social Impact:	Additional expenditure generated within a defined area, as a direct consequence of staging events. Access for all to local free and affordable events.
Environment, Climate Change and Zero Carbon	Supporting the Zero Carbon agenda through the delivery of local events and renewing Christmas

	lighting stock to reduce energy consumption.
Consultation/Community/Tenant Engagement:	None.
Risks:	None identified.
Officer Contact	Paul Wheatley Head of Regeneration and Property Services <a href="mailto:paul.wheatley@nwleicestershire.gov.uk">paul.wheatley@nwleicestershire.gov.uk</a>