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Meeting	COALVILLE SPECIAL EXPENSES WORKING PARTY
Time/Day/Date	6.30 pm on Tuesday, 2 December 2025
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
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 interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
3. MINUTES OF THE PREVIOUS MEETING		
	To confirm the minutes of the meeting held on 7 October 2025	3 - 4
4. COALVILLE SPECIAL EXPENSES FINANCE UPDATE – 2025/26 QUARTER 2		
	The report of the Head of Finance	5 - 10
5. COALVILLE SPECIAL EXPENSES DRAFT BUDGET 2026/27		
	The report of the Head of Finance	11 - 20

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, 7 OCTOBER 2025

Present: Councillor M B Wyatt (Chair)

Councillors C Beck, M Burke, D Everitt, J Geary, J Legrys, J Windram, and L Windram.

In Attendance: Councillor P Moulton

Officers: Ms S Core, Mr B Dooley, Mr J Knight, Mrs R Wallace and Mr P Wheatley

8. APOLOGIES FOR ABSENCE

Apologies were received from Councillor M French.

9. DECLARATIONS OF INTEREST

There were no interests declared.

10. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 10 June 2025.

With regards to minute number 6, Events Update, a member enquired about information which officers had offered to provide following the last meeting but had not yet provided. The Head of Property and Economic Regeneration agreed to circulate this information outside of the meeting.

They were moved by Councillor J Geary, seconded by Councillor M Burke and

RESOLVED THAT:

The minutes of the meeting held on 10 June 2025 be confirmed as an accurate record of proceedings.

11. EVENTS UPDATE 2025/26

The Head of Property and Economic Regeneration presented the report.

A member questioned whether flags needed to be removed from lampposts during the installation of this year's Christmas lights due to them being a potential hazard. The Head of Property and Economic Regeneration agreed to issue a statement that informed residents of the flag removal, as well as the reasoning behind this.

A request was made for more details to be included in the reports with regards to the use of budgets for events such as 'Picnic in the Park' so that it was clear whether targets were being met. The Head of Property and Economic Regeneration agreed to provide more detail in future reports.

It was questioned whether the Market Hall building which was not being used could have acted as a contingency in the event of bad weather. The Head of Property and Economic Regeneration advised that this was not possible due to the poor condition of the building. It was confirmed, however, that there would be alternative solutions arranged so that cancellations were avoided where possible.

The Chair thanked members for their comments.

12. CAPITAL PROJECTS UPDATE 2025/26

The Leisure Services Team Manager presented the report.

It was questioned whether the removed tree stumps from Coalville Park could be used to create a memorial at Broom Leys Cemetery. The Leisure Services Team Manager confirmed that this was being considered as an action in 2025/26 and income generated may be included in the 2026/27 budget.

A discussion was had during which members noted concerns from residents over the quality of work in Broom Leys Cemetery since budget cuts. It was agreed by the Leisure Services Team Manager that these concerns would be raised with the team and agreed to update the Chair and ward member.

Members asked where the trees would be sourced from and who would be supplying them. The Leisure Services Team Manager replied that the trees were funded by the National Forest but was unsure who was supplying them. He agreed to find out this information and provide it outside of the meeting.

A discussion was had which focused on Scotland's Park Bowls Club. The Leisure Services Team Manager stated that the club would be in a better position to secure external funding to manage ongoing maintenance with a long-term lease if the lease would allow them to sublet. After it was asked whether any work was planned for the sports pavilion, the Leisure Services Team Manager replied that there are currently no plans to improve the existing pavilion, and members were advised that Section 106 funds could not be used for this purpose.

Members commented that they had received concerns regarding the maintenance of the changing pavilion. It was replied by the Leisure Services Team Manager that inspections had since taken place, and that no issues had been identified, but that the area would continue to be monitored, as there was funding that had been allocated specifically for improving this pavilion.

The discussion moved towards to Coalville Park Improvements during which members expressed their support for the trees and flower displays in Coalville Park.

The Chair thanked members for their comments.

The meeting commenced at 6.30 pm

The Chair closed the meeting at 7.13 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 2 DECEMBER 2025

Title of Report	COALVILLE SPECIAL EXPENSES FINANCE UPDATE - 2025/26 QUARTER 2
Presented by	Anna Crouch Head of Finance
Background Papers	Council 20 February 2025: <u>General Fund Budget and Council Tax 2025/26</u>
Financial Implications	<p>The monitoring figures as at 2025/26 Quarter 2 show a forecasted net revenue expenditure of £541k and funding of £575k resulting in a forecast surplus of £34k, with any final surplus to be transferred to Coalville Special Expenses Reserves.</p> <p>The Coalville Special Expenses Earmarked Reserves as at 2025/26 Quarter 2 of £97k are forecast to be partially spent during the year with £12k spend to date.</p> <p>Signed off by the Section 151 Officer: Yes</p>
Legal Implications	<p>There are no legal implications to be considered.</p> <p>Signed off by the Monitoring Officer: Yes</p>
Staffing and Corporate Implications	<p>There are no staffing or corporate implications to be considered.</p> <p>Signed off by the Head of Paid Service: Yes</p>
Purpose of Report	To present the 2025/26 budget monitoring figures as at Quarter 2 along with the forecasted outturn for the financial year.
Recommendations	THAT THE WORKING PARTY NOTES THE 2025/2026 QUARTER 2 BUDGET MONITORING FIGURES AND FORECASTED OUTTURN AS AT QUARTER 2 FOR 2025/2026.

1. BACKGROUND

- 1.1 This report is to update the Coalville Special Expenses Working Party with the 2025/26 Quarter 2 forecast outturn position.

2. 2025/26 QUARTER 2 BUDGET MONITORING AND FORECAST OUTTURN

- 2.1 The net revenue budget for 2025/26 is £544k and through Council Tax there is £575k funding available, leading to a budgeted surplus of £34k. Any surplus at the year-end will be transferred to reserves.
- 2.2 The outturn based on actual expenditure up to the end of September is forecast to be £3k underspent and a summary of the financial position is shown in Table 1 below and a more detailed breakdown is shown on Appendix A.
- 2.3 The forecast underspend is due to a £5k reduction in events expenditure on salaries and overtime, partly offset by increased expenditure of £2k on Parks and Recreation grounds repairs and maintenance.

Table 1 – 2025/26 Coalville Special Expenses Quarter 2 Monitoring and Forecasted Outturn

COALVILLE SPECIAL EXPENSES	Approved Budget £'000	Forecast Outturn £'000	Variance £'000
Annual Recurring Expenditure	544	541	(3)
Expenditure Requirement	544	541	(3)
Precept	575	575	0
Transfer from/(to) reserves	(31)	(34)	(3)

- 2.4 As detailed in Table 2 below, the provisional opening Special Expenses Reserves are £47k. Work on closing the 2024/2025 accounts is still ongoing and therefore the opening balance figure could change. With a further forecasted surplus of £34k in 2025/2026 to be transferred to balances, the reserve is forecast to be £81k at the end 2025/2026.

Table 2 – 2025/26 Coalville Special Expenses Reserve Balances

	Forecast Outturn £'000
Provisional Special Expenses Reserves 01.04.25	47
Earmarked Reserves - to be returned to balances	0
Forecast Contribution 2025/26	34
Forecast Special Expenses Reserves 31.03.26	81

- 2.5 A list of the earmarked reserves at the end of September 2025 are shown in Table 3 below:

Table 3 – 2025/26 Special Expenses Earmarked Reserves

	Balances 01.04.25	Spend to date	Forecast Spend	Forecast Balance as at 31.03.26
	£	£	£	£
EARMARKED RESERVES (S106)				
Western Avenue Recreation Ground Improvements	42,970	5,100	0	37,870
Ongoing Grounds Maintenance – various sites	33,238	7,200	0	26,038
	76,208	12,300	0	63,908
PPM EARMARKED RESERVES				
Scotlands Recreation - Repairs to potholes	1,903	0	1,903	0
Broomley's Cemetery - Path repairs (sealing)	8,634	0	8,634	0
Play Areas (various) – Painting of equipment	5,400	0	5,400	0
Bardon match funding	5,335	0	5,335	0
	21,272	0	21,272	0
TOTAL COALVILLE SPECIAL EXPENSE RESERVES	97,480	12,300	21,272	63,908

Policies and other considerations, as appropriate	
Council Priorities:	A well-run council
Policy Considerations:	Not applicable
Safeguarding:	Not applicable
Equalities/Diversity:	Equality impact assessments were completed conducted by services during the budget setting process. These are available on request.
Customer Impact:	Not applicable
Economic and Social Impact:	Not applicable
Environment, Climate Change and Zero Carbon	Not applicable
Consultation/Community/Tenant Engagement:	Not applicable
Risks:	Poor monitoring can lead to uncontrolled expenditure, inefficient use of resources, and failure to identify overspends early. Without effective monitoring, services may face budget shortfalls, leading to reduced quality or delays in delivery.
Officer Contact	Anna Crouch Head of Finance anna.crouch@nwleicestershire.gov.uk

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Coalville Special Expenses 2025/26 Quarter 2 Monitoring & Forecast Outturn Position

COALVILLE SPECIAL EXPENSES	Approved Budget	Forecast Outturn	Variance
Parks, Recreation Grounds & Open Spaces	326,670	328,900	2,230
Broomley's Cemetery & Closed Cemetery	21,330	20,550	(780)
Coalville in Bloom	5,000	5,000	0
Coalville Events	98,340	93,390	(4,950)
SPECIAL EXPENSES (NET COST OF SERVICE)	451,340	447,840	(3,500)
Service Management recharges/Admin Buildings	92,710	92,710	0
NET COST OF SERVICES AFTER RECHARGES	544,050	540,550	(3,500)
Contribution to/(from) Balances/Reserves	31,008	34,508	3,500
MET FROM COUNCIL TAX (Budget Requirement)	575,058	575,058	0
FUNDED BY:			
Precept	(575,058)	(575,058)	0
EMR not required - returned to balances	0	0	0
	(575,058)	(575,058)	0

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –
TUESDAY, 2 DECEMBER 2025

Title of Report	COALVILLE SPECIAL EXPENSES DRAFT BUDGET 2026/27
Presented by	Anna Crouch Head of Finance
Background Papers	Council 20 February 2025: <u>General Fund Budget and Council Tax 2025/26</u>
Financial Implications	The Council is legally required to approve a balanced budget, including special expenses. This report presents a draft balanced budget for Coalville Special Expenses.
	Signed off by the Section 151 Officer: Yes
Legal Implications	There are no legal implications to be considered as part of this report.
	Signed off by the Monitoring Officer: Yes
Staffing and Corporate Implications	There are no staffing or corporate implications to be considered as part of this report.
	Signed off by the Head of Paid Service: Yes
Purpose of Report	To present the draft 2026/27 budget to the Coalville Special Expenses Working Party.
Recommendations	FOR THE COALVILLE SPECIAL EXPENSES WORKING PARTY TO PROVIDE COMMENTS ON THE DRAFT COALVILLE SPECIAL EXPENSES BUDGET FOR CONSIDERATION BY CABINET.

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 Corporate Scrutiny Committee on 22 January 2026 and Cabinet on 3 February 2026.

2. DRAFT BUDGET POSITION 2026/27

- 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 when presented to Cabinet. At the time of writing this report, the Council Tax Base has not yet been calculated. An estimated increase of 103 band D properties has been included in the draft budget for Coalville based on historical trends. This will be updated when presented to Corporate Scrutiny and Cabinet.
- 2.3 The budget includes a three-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 2026/27 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 2026/27.

Table 1: Budget Comparison 2025/26 to 2026/27

	Budget 2025/26 £	Movement £	Budget 2026/27 £
Cemetery	(8,120)	890	(7,230)
PPM (Cemetery)	29,450	(21,780)	7,670
Other Expenses	5,000	-	5,000
Parks, Recreation Grounds & Open Spaces	312,220	80	312,300
PPM (Parks/Recreation Grounds)	14,450	62,260	76,710
Events	98,340	420	98,760
Net Cost of Services	451,340	41,870	493,210
Service and Committee Management	92,710	2,780	95,490
Net Cost of Recharges	544,050	44,650	588,700

- 2.5 An analysis of the budget movements from 2025/26 to 2026/27 budget are detailed in Appendix B. Key budget movements are:
- £10k savings from proposed leases at Melrose and Scotlands bowls club;
 - Inflationary increases to Grounds maintenance and other internal recharge of 14k; and
 - Increase in PPM budgets of £40k.

Planned Preventative Maintenance (PPM)

- 2.6 The proposed PPM budget for 2026/27 is £84,380 and the planned maintenance is detailed in Table 2 below. Appendix C details the three-year planned maintenance programme.

Table 2: 2026/27 Planned Preventative Maintenance

	Budget 2026/27
Coalville Park	
Public Conveniences – External Painting	3,000
London Rd, Coalville – Closed Cemetery	
Tree Works	1,080
Meadow Lane (Broomley's), Coalville – Cemetery	
Tree Works	1,990
Path Works – Sealing	4,600
Adam Morris Way	
Safer Surface	10,030
Sunningdale – Play Area	
Replacement Equipment	11,470
Safer Surface	3,000
The Oval – Play Area	
Replacement Equipment	23,650

	Budget 2026/27
Western Avenue – Play Area	
Replacement Equipment	10,560
Fencing	15,000
Total	84,380

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 2026/27 budget and the estimated reserves position.

Table 3: Financing the 2026/27 Budget

	Budget 2026/27
Funded By:	
Contribution to Reserves	542
Precept (Council Tax))	(589,242)
Total Funding	(588,700)
Reserves:	
Forecasted Balance as at 1 April 2026	81,163
Contribution from Reserves	542
Forecast Balance as at 31 March 2027	81,705

- 2.8 It is proposed to increase the Council Tax for Coalville Special Expenses by £0.81 to £82.01 per annum for Band D equivalent. The table below shows the increase in Council Tax, split the increase in properties and increase in precept.

Table 4: Council Tax

	Band D Equivalents	Band D Precept £	Council Tax £
2025/26 Precept	7,082	81.20	575,058
Increase in Band D Equivalents	103	81.20	8,364
1% increase in Precept	7,185	0.81	5,820
2026/27 Proposed Precept	7,185	82.01	589,242

- 2.9 The proposed draft 2026/27 budget is balanced and allows for a contribution of £542 to reserves. The forecast reserves position at the 31 March 2027 is 16% of reoccurring expenditure. The indicative budget for 2027/28 is currently unbalanced but could be funded from existing reserves. The projected budget for the financial year 2028/29 is currently unbalanced by a notable margin. This shortfall highlights the necessity for the identification and implementation of substantial savings to ensure the budget is brought back into balance. Furthermore, the sustainability of the future Planned Preventative Maintenance (PPM) programme is under significant strain. Without addressing the underlying financial pressures, the continuation of the PPM programme in its current form will not be achievable. Further work will be undertaken during 2026/27 and 2027/28 to balance the budget for future years.

3. BUDGET APPROVAL PROCESS

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

Coalville Special Expenses Working Party – 2 December 2025

- considers the draft budget for Coalville Special Expenses

Corporate Scrutiny Committee – 22 January 2026

- considers the draft budget and proposals

Cabinet – 3 February 2026

- considers consultation responses and recommends final budget and council tax to Council.

Council – 19 February 2026

- approves the revenue and capital budgets for the General Fund, Housing Revenue Account (HRA) and Special Expenses and sets the Council Tax.

Policies and other considerations, as appropriate	
Council Priorities:	A well-run council
Policy Considerations:	Not applicable
Safeguarding:	Not applicable
Equalities/Diversity:	Equality impact assessments will be conducted by services on relevant proposals during the consultation period. These will be available on request.
Customer Impact:	Customers are likely to be impacted by the changes to fees and charges and special expenses precepts as set out in this report.
Economic and Social Impact:	Not applicable
Environment, Climate Change and Zero Carbon	Not applicable
Consultation/Community/Tenant Engagement:	Coalville Special Expenses Committee – 02/12/25 Corporate Scrutiny Committee – 22/01/26 Cabinet – 03/02/26 Council – 19/02/25
Risks:	A balanced budget is not set by the statutory deadline.
Officer Contact	Anna Crouch Head of Finance anna.crouch@nwleicestershire.gov.uk

COALVILLE SPECIAL EXPENSES BUDGET REQUIREMENT 2025/26-2028/29

	2025/26 Approved Budget	2026/27 Proposed Budget	2027/28 Proposed Budget	2028/29 Proposed Budget
Cemetery	(8,120)	(7,230)	(6,820)	(5,700)
Planned Preventative Maintenance (Cemetery)	29,450	7,670	7,900	13,130
Other Expenses	5,000	5,000	5,000	5,000
Parks, Recreation Grounds & Open Spaces	312,220	312,300	314,920	322,880
Planned Preventative Maintenance (Parks/Recreation Grounds)	14,450	76,710	96,870	195,690
Events	98,340	98,760	99,520	100,270
Net Cost of Services	451,340	493,210	517,390	631,270
Service & Committee Management	92,710	95,490	98,350	101,290
Net Cost of Services after Recharges	544,050	588,700	615,740	732,560
Funded By:				
Use of Reserves	(31,008)	(542)	11,992	113,894
Precept (Council Tax)	575,058	589,242	603,748	618,666
Total Funding	544,050	588,700	615,740	732,560

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COALVILLE SPECIAL EXPENSES BUDGET - BUDGET MOVEMENT FROM 2025/26 TO 2026/27

	Cemetery	PPM Cemetery	Other Expenses	Parks, Recreation Grounds & Open Spaces	PPM (Parks/Rec reation Grounds)	Events	Service & Committee Management	Total
2025/26 Budget	(8,120)	29,450	5,000	312,220	14,450	98,340	92,710	544,050
Increased Burial Fees	(1,340)							(1,340)
Removal of 2025/26 One-Off PPM		(29,450)			(14,450)			(43,900)
Additional of 2025/26 PPM		7,670			76,710			84,380
Melrose lease - savings 50%				(1,360)				(1,360)
Salary Adjustments						420		420
Scotlands Bowls club lease - savings 50%				(8,320)				(8,320)
Recharges	1,500			9,310			2,780	13,590
De-minimis changes	730			450				1,180
2026/27 Budget	(7,230)	7,670	5,000	312,300	76,710	98,760	95,490	588,700

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COALVILLE SPECIAL EXPENSES BUDGET - PLANNED PREVENTATIVE MAINTENANCE PROGRAMME 2025/26-2028/29

	2025/26 Approved Budget	2026/27 Proposed Budget	2027/28 Proposed Budget	2028/29 Proposed Budget
Coalville Park				
Public Conveniences - External painting		3,000		
Greenhill Recreation Ground (Cropston Drive) Pavilion				
External and Internal Renovation of Changing Rooms	9,000			
Owen Street - Sports Pavilion				
Internal walls, floor coverings			2,500	
Decoration			5,000	
Scotlands Recreation Ground - Sports Pavilion				
No planned work				
Scotlands Recreation Ground - Garage				
Option 1 - demolish garage and replace with a new pre-cast building			6,000	
Option 2 - demolish garage & don't replace £3k				
London Rd, Coalville - Closed Cemetery				
Tree works	1,050	1,080	1,110	1,140
Hard Landscaping - Pedestrian footpath repair & levelling	10,000			
Meadow Lane (Broomley's), Coalville - Cemetery				
Entrance Boundary - redecorate gates				5,000
Hard Landscaping - Tarmac driveway and footpath repairs.	12,000			
Tree works	1,930	1,990	2,050	2,110
Path works - sealing	4,470	4,600	4,740	4,880
Ascot Drive - Play Area				
Replacement Equipment			34,290	
Adam Morris Way				
Safer Surface		10,030		
Burgess Road - Play Area				
Gate Maintenance				3,500
Coalville Park - Play Area				
Replacement Equipment			39,270	65,430
Cropston Drive - Play Area				
Replacement Equipment			9,810	
Stadium Close - Play Area				
Replacement Equipment	2,450			48,200
Staples Drive - Play Area				
Entrance Gates	3,000			
Sharpley Avenue - Play Area				
Replacement Equipment				72,000
Sunningdale - Play Area				
Replacement Equipment		11,470		
Safer Surface		3,000		
The Oval - Play Area				
Replacement Equipment		23,650		
Western Avenue - Play Area				
Replacement Equipment		10,560		
Fencing		15,000		
Painting				
Rolling programme of play areas				6,560
TOTAL	43,900	84,380	104,770	208,820

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