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Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Tuesday, 2 June 2026
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. APPOINTMENT OF CHAIRMAN</b>	
To appoint the Chairman of the Coalville Special Expenses Working Party for the ensuing municipal year.	
<b>3. APPOINTMENT OF DEPUTY CHAIRMAN</b>	
To appoint the Deputy Chairman of the Coalville Special Expenses Working Party for the ensuing municipal year.	
<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 11 February 2026	<b>3 - 4</b>
<b>6. CAPITAL PROJECTS UPDATE 2026/27</b>	
Report of the Leisure and Communities Team Manager	<b>5 - 12</b>
<b>7. EVENTS UPDATE 2026/27</b>	
Report of the Head of Property and Economic Regeneration	<b>13 - 18</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 WEDNESDAY, 11 FEBRUARY 2026

Present: Councillor M B Wyatt (Chair)

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

In Attendance: Councillors

Officers: Mr P Wheatley, Ms S Core and Ms B Leonard

## **18. APOLOGIES FOR ABSENCE**

In agreement with the Chairman, Councillor L Windram took the Chair as Deputy.

Apologies were received from Councillor M Burke.

## **19. DECLARATIONS OF INTEREST**

There were no interests declared.

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

Consideration was given to the minutes of the meeting held on 2 December 2025.

They were moved by Councillor J Geary, seconded by Councillor D Everitt and

RESOLVED THAT:

The minutes of the meeting held on 2 December 2025 be confirmed as an accurate record of proceedings.

## **21. EVENTS UPDATE 2026/27**

The Head of Property and Regeneration and the Senior Economic Development Officer presented the report.

A discussion followed. The need for stronger financial transparency was expressed. Councillors requested clearer cost breakdowns for artificial trees, street performers and printing and distribution of event guides. Explanation was provided by the Senior Economic Development Officer and more detailed financial documents were agreed to be circulated.

Members fed back their thoughts on the 2025 'Christmas in Coalville'. A member was impressed with the event, particularly when weather improved. They expressed thanks to those that staffed the event as they worked all day and into the evening despite the challenging weather and stated that without them guiding and making sure everything okay, nothing would have happened properly. They requested for their thanks to be formally passed on. They also commented that other viewers and themselves could not see the dog show and requested a better layout for performances to encourage successful viewing.

Christmas lights were also discussed. A member contributed that they had received positive feedback from residents about the lights. Another member added that the Clock tower looked fantastic. Members acknowledged Coalville's layout lacked an established shoppers' circuit which makes a dense lighting effect harder to achieve than in other

towns. Needham's walk was used as an example as a possible route for connecting key areas such as the shopping centre and Memorial square for future lighting improvements, but it was acknowledged that it may lack a power supply.

In terms of wider events, a member expressed that members should also be aware of the emerging Town of Culture bid. If successful, this could create opportunities for the working party to support and expand activities aligned with that programme, as well as providing potential to build around the events programme already in place.

Members were thanked for their comments and the report was noted.

The meeting commenced at 6.30 pm

The Chair closed the meeting at 6.55 pm

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 2 JUNE 2026

<b>Title of Report</b>	<b>CAPITAL PROJECTS UPDATE 2026/27</b>
<b>Presented by</b>	Jason Knight Leisure and Communities Team Manager
<b>Background Papers</b>	None
<b>Financial Implications</b>	All works are covered within existing budgets or through external funding sources <b>Signed off by the Acting Section 151 Officer: Yes</b>
<b>Legal Implications</b>	None <b>Signed off by the Interim 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 with regards to capital projects within the Coalville Special Expenses Area.
<b>Recommendations</b>	<b>THAT THE WORKING PARTY:</b>  <b>1. NOTES THE PROGRESS UPDATE ON THE 2026/27 CAPITAL PROJECTS</b>

**1.0 2026/27 CAPITAL PROJECTS****1.1 Coalville Special Expenses Assets**

The Asset Management Plan approved as part of the 2026/27 budget setting process is attached as **Appendix A**. All works budgeted for in 2026/27 will be delivered during the financial year.

Coalville Park Public Toilets - £3,000

This is the painting of the external of the toilets and the work will be delivered by Property Services prior to the end of March 2027.

Greenhill Recreation Ground Pavilion - £1,816

This is the removal of graffiti on the external of the pavilion and work will be delivered by Property Services during autumn 2026.

London Road Cemetery Tree Works - £1,080

These works will be delivered during winter 2026/27.

Broom Leys Cemetery Tree Works - £1,990

These works will be completed during winter 2026/27.

Broom Leys Cemetery Path Sealing - £17,705

Subject to being able to procure a contractor due to the specialist nature of the works, the work will be delivered prior to the end of March 2027.

Play Area Painting - £5,400

These works will be delivered prior to the end of March 2027.

Play Area Works - £73,710

These works will be completed prior to the end of March 2027.

**1.2 Trees in Coalville**

Utilising external funding, the following trees have recently been planted in the Coalville Special Expense area;

- 770 whips at Greenhill Recreation Ground
- 18 trees at Stadium Close open space
- 390 whips and 11 trees at Western Avenue Recreation Ground.

The funding covers the planting of the trees and the first three years of maintenance. Thereafter the maintenance, which is expected to be minimal, will be contained within the special expenses budget.

**1.3 Coalville in Bloom 2026**

The flower towers and hanging baskets have been ordered and will be delivered early June. A letter has also been delivered to the shop owners to ascertain how many owners would like to financially contribute to having a hanging basket outside their shop.

**1.4 Scotlands Recreation Ground**

The Council has been notified by Severn Trent that work will be undertaken at Scotlands Recreation Ground to install a shaft tank underground on the field to remove surface water from the surrounding area. **Appendix B** gives an indication of the location of the tank, and the area will be reinstated causing no long-term issues although there will be disruption whilst the works take place. It is anticipated that football on the field can still be accommodated and it has been requested that temporary footpaths are put in situ to allow visitors to the area to continue to walk around the recreation ground during the works. However, details around the area that will be cordoned off for the works, when they will commence, how long they will take, and whether the entrance, car park and access road to the bowls pavilion will be impacted upon are unknown despite officers requesting these details as a matter of urgency. Legally, the Council cannot stop the works, and Seven Trent only needs to give seven days' notice in advance of works commencing.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	<ul style="list-style-type: none"><li>- Communities and housing</li><li>- Clean, green and Zero Carbon</li><li>- A well-run council</li></ul>
Policy Considerations:	None
Safeguarding:	None

Equalities/Diversity:	None
Customer Impact:	The provision of well-maintained and attractive open spaces and Coalville town centre.
Economic and Social Impact:	None
Environment, Climate Change and Zero Carbon	Supporting the Zero Carbon agenda and the Council's Biodiversity Duty through the planting of trees.
Consultation/Community/Tenant Engagement:	None
Risks:	None
Officer Contact	Jason Knight Leisure and Communities Team Manager <a href="mailto:jason.knight@nwleicestershire.gov.uk">jason.knight@nwleicestershire.gov.uk</a>

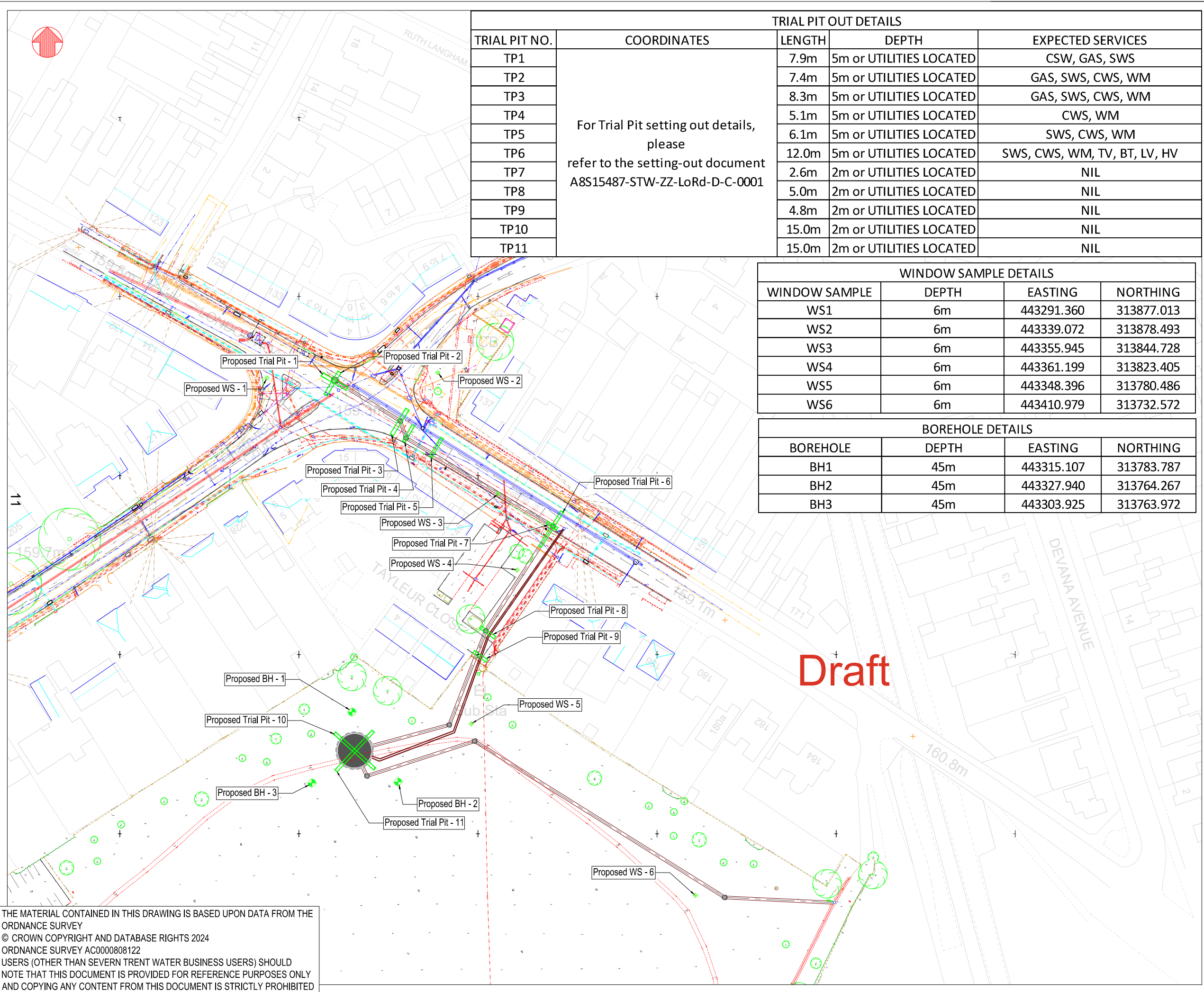
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## Appendix A

**COALVILLE SPECIAL EXPENSES - 26/27 ASSET PROTECTION BUDGETS & PREVIOUS YEARS C/FWDS**

<b>Asset/Site</b>	<b>Brief Description of Works</b>	<b>C/Fwd to 26/27 (Subject to S151 Officer approval)</b>	<b>2026/27 Budget</b>
<b>PARKS AND RECREATION</b>			
COALVILLE PARK	Public Conveniences Walls - External painting		£3,000
GREENHILL REC GROUND - Pavilion	Graffiti removal	£1,816	
MELROSE ROAD RECREATION GROUND - Pavilion	No planned work		
OWEN STREET - Pavilion	No planned work		
SCOTLANDS RECREATION GROUND - Sports Pavilion	No planned work		
SCOTLANDS RECREATION GROUND - Bowls pavilion	No planned work		
		<b>£1,816</b>	<b>£3,000</b>
<b>CEMETERIES &amp; CLOSED CEMETERIES</b>			
COALVILLE CLOSED CEMETERY, LONDON ROAD	Tree works		£1,080
COALVILLE CEMETERY, MEADOW LANE (Broomleys)	Tree works		£1,990
COALVILLE CEMETERY, MEADOW LANE (Broomleys)	Path works - sealing	£13,105	£4,600
		<b>£13,105</b>	<b>£7,670</b>
<b>MEMORIALS</b>			
COALVILLE MEMORIALS	No planned work		
		<b>£0</b>	<b>£0</b>
<b>PLAY AREAS</b>			
ADAM MORRIS WAY	Replacement equipment		£10,030
SUNNINGDALE	Replacement equipment		£11,470
SUNNINGDALE	Safer surface		£3,000

THE OVAL	Replacement equipment		£23,650
WESTERN AVENUE	Replacement equipment		£10,560
WESTERN AVENUE	Fencing works		£15,000
VARIOUS - Cropston Drive Play Area, Cropston Drive Open Space, Staples Drive, Melrose Road, Coalville Park	Painting of play area 4 year repeat program	£5,400	
		<b>£5,400</b>	<b>£73,710</b>
	<b>TOTAL EXPENDITURE</b>	<b>£20,321</b>	<b>£84,380</b>



TRIAL PIT OUT DETAILS				
TRIAL PIT NO.	COORDINATES	LENGTH	DEPTH	EXPECTED SERVICES
TP1	For Trial Pit setting out details, please refer to the setting-out document A8S15487-STW-ZZ-LoRd-D-C-0001	7.9m	5m or UTILITIES LOCATED	CSW, GAS, SWS
TP2		7.4m	5m or UTILITIES LOCATED	GAS, SWS, CWS, WM
TP3		8.3m	5m or UTILITIES LOCATED	GAS, SWS, CWS, WM
TP4		5.1m	5m or UTILITIES LOCATED	CWS, WM
TP5		6.1m	5m or UTILITIES LOCATED	SWS, CWS, WM
TP6		12.0m	5m or UTILITIES LOCATED	SWS, CWS, WM, TV, BT, LV, HV
TP7		2.6m	2m or UTILITIES LOCATED	NIL
TP8		5.0m	2m or UTILITIES LOCATED	NIL
TP9		4.8m	2m or UTILITIES LOCATED	NIL
TP10		15.0m	2m or UTILITIES LOCATED	NIL
TP11		15.0m	2m or UTILITIES LOCATED	NIL

WINDOW SAMPLE DETAILS			
WINDOW SAMPLE	DEPTH	EASTING	NORTHING
WS1	6m	443291.360	313877.013
WS2	6m	443339.072	313878.493
WS3	6m	443355.945	313844.728
WS4	6m	443361.199	313823.405
WS5	6m	443348.396	313780.486
WS6	6m	443410.979	313732.572

BOREHOLE DETAILS			
BOREHOLE	DEPTH	EASTING	NORTHING
BH1	45m	443315.107	313783.787
BH2	45m	443327.940	313764.267
BH3	45m	443303.925	313763.972

STAGE: **WORK IN PROGRESS**

DO NOT SCALE  
USE WRITTEN DIMENSIONS ONLY

NOTES:  
1. ALL DIMENSIONS IN MILLIMETRES AND ALL LEVELS IN METRES AOD UNLESS SHOWN OTHERWISE.

LEGEND


UNDERGROUND SERVICES - TRACED

FWS FOULED WATER SEWER	FWSR FOULED WATER SEWER
SWS SURFACE WATER SEWER	SWSR SURFACE WATER SEWER
CWS COMBINED WATER SEWER	CWSR COMBINED WATER SEWER
S SEWER - UNDETERMINED	SR SEWER - UNDETERMINED
FWPM FOULED WATER PUMPING MAIN	FWPMR FOULED WATER PUMPING MAIN
CWPM COMBINED WATER PUMPING MAIN	CWPMR COMBINED WATER PUMPING MAIN
PM PUMPING MAIN - UNDETERMINED	PMR PUMPING MAIN - UNDETERMINED
WM WATER MAIN	WMR WATER MAIN
WW WASHWATER MAIN	WWR WASHWATER MAIN
PWM POTABLE WATER MAIN	PWR POTABLE WATER MAIN

TELECOMS

BT BT	BT BT
VM VIRGIN MEDIA	VM VIRGIN MEDIA
TC TELECOMS INCLUDING FIBRE OPTIC - UNDETERMINED	TCR TELECOMS INCLUDING FIBRE OPTIC - UNDETERMINED
BTOH BT - OVERHEAD	BTOHR BT - OVERHEAD
TM TELEMETRY	TMR TELEMETRY

ELECTRIC

E ELEC	E ELEC
EHV ELEC - HV	EHV ELEC - HV
EOH ELEC OVERHEAD	EOHR ELEC OVERHEAD
HVOH ELEC - HV OVERHEAD	HVOHR ELEC - HV OVERHEAD

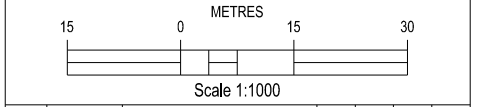
GAS

G GAS	G GAS
GHP GAS - HP	GHP GAS - HP

ELECTRIC

O OTHERS	O OTHERS
GPR GROUND PROBE RADAR TRACE	GPR GROUND PROBE RADAR TRACE
U UNIDENTIFIED SERVICE	U UNIDENTIFIED SERVICE
A ABANDONED SERVICE	A ABANDONED SERVICE

REFERENCES  
London Road Option 2 General Arrangement  
London Road Stats Plan



P01.01	09/01/26	FIRST ISSUE	KWA	**	**	**
REV	DATE	DESCRIPTION	DRN	D.ENG	T.CHK	APPD

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PROJECT TITLE  
COALVILLE LONDON ROAD

DRAWING TITLE  
LONDON ROAD  
PROPOSED GROUND INVESTIGATION

STATUS:  
S0 - INITIAL STATUS

DRAWING NO:  
A8S15487-STW-ZZ-LoRd-D-C-0080

SCALE: AS SHOWN	SHEET SIZE: A3	REVISION: P01.01
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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COALVILLE SPECIAL EXPENSES WORKING PARTY –  
TUESDAY, 2 JUNE 2026

<b>Title of Report</b>	<b>EVENTS UPDATE 2026/27</b>
<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 2026/27 events budget. <b>Signed off by the Acting Section 151 Officer: Yes</b>
<b>Legal Implications</b>	None. <b>Signed off by the Interim 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 2026/27 events programme.
<b>Recommendations</b>	<b>THAT THE WORKING PARTY NOTES:</b>  <b>1) THE PROGRESS UPDATE ON 2026/27 EVENTS.</b>

**1. 2026/2027 EVENTS PROGRAMME**

1.1 The 2026/27 events programme has been set against the budget allocated within the Coalville Special Expenses budget.

1.2 The 2026/2027 events programme is as below:

<b>Date</b>	<b>Event</b>	<b>Description</b>	<b>Allocated budget</b>	<b>Target income</b>	<b>Status</b>
23 April 2026	St George's Day	Installation of St George flag at Memorial Clock Tower (installed 22 April, taken down 29 April)	£100	NIL	Delivered
4 and 5 July 2026	Music and Picnic in the Park	A weekend of family focused entertainment and activities in Coalville Park. <ul style="list-style-type: none"> <li>• An afternoon of sports activities (Saturday)</li> <li>• An evening of song, music,</li> </ul>	£20,000	£2,000	Advanced planning

		performance and entertainment (Saturday) <ul style="list-style-type: none"> <li>• A family fun day in Coalville Park, featuring a main stage, music, performances, entertainment, activities, workshops, stalls, food and drink (Sunday)</li> </ul>			
28 Nov 2026	Christmas in Coalville	A day of Christmas festivities in Coalville town centre	£14,600	£1,000	Planning
28 Nov 2026 to 3 Jan 2027	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 2025)	£30,000	NIL	Advanced planning – installation contract agreed until January 2027

1.3 **Music and Picnic in the Park, 4 and 5 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 will take place on Saturday 4 July, 4pm to 9.30pm and Picnic in the Park on Sunday 5 July, 12pm to 5.30pm.

1.3.1 The programme arrangements for Music in the Park includes: a main stage, featuring St Clare’s Primary School choir, Carter and Hartmann duo (classic rock and 80s covers) and Twist of Rock (rock, pop and country covers).

The food and drink offer includes: Caribbean 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 This year the Saturday event has been extended by two hours, starting at 4pm through to 9.30pm, this is based on feedback in recent years and people coming to the park during the late afternoon.

1.3.3 The programme arrangements for Picnic in the Park includes: a main stage – featuring Sing for the Soul Choir, Leicestershire Coop Band, Thornley Dance Academy, Part Time Heros (rock and pop covers) and High Pressure (80s and 90s covers), a climbing wall, Table football world cup zone, craft workshop, street performers (stilt walkers, bubbles and balloons), stalls, charitable stalls (tombola etc.), food and refreshments.  
Fair rides include a vintage carousel and two rides suitable for small children.

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

1.3.5 Sponsorship has not been forthcoming from Everyone Active this year, who have generously sponsored the event since 2021. They have encouraged us to

contact them again for the 2027 event, as they remain committed to supporting Music and Picnic in the Park.

- 1.4 **Coalville Sport, Saturday 4 July 12.30pm - 3.30pm** – a new event will be delivered by the Council's Health and Wellbeing Team, in partnership with Coalville sports clubs and organisations.

Building on the 'Friends of Coalville Park Community Day' which was delivered in 2024 and 2025, Coalville Sport is new for 2026 and inspired by the well-established and popular annual Ashby Sport event.

Families will have the opportunity to learn more about what sports Coalville has to offer, how they can get involved and have a go at a new sport. A variety of sports clubs and recreational groups and organisations will be attending.

- 1.5 **Christmas light** decorations this year will include: a Nordmann Christmas tree (the same species as the 2025 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.

- 1.5.1 The town centre decorations will also include the artificial trees (Marlborough Square) and boa wraps (Belvoir Road) and a Nordmann Christmas tree for Marlborough Square. 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.

- 1.5.2 Works are scheduled to start on the Marlborough Centre in October, so the six Christmas tree brackets, accommodating the artificial trees will be removed from the Betfred, Yellow Cabs, Subway and Domino premises ahead of works. In 2026 it is suggested therefore that the six artificial trees be used in a different location, perhaps on Hotel Street and High Street to add greater impact to the current existing tree light scheme. The Christmas lighting allocated to the lamp post column outside Domino's, also impacted by the Marlborough Centre works, will be installed on an alternative column in the Square.

- 1.6 **Christmas in Coalville** will take place on Saturday 28 November, at a revised time of 11am until 7pm. This, it is hoped, will encourage greater footfall into the early evening economy and offer a late-night opening opportunity for town centre businesses.

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

- a) A significant amount of the budget is already committed with regards infrastructure, stage, PA system etc.
- 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, already requested.
- c) It is proposed that the following locations will be used:

- i. **Marlborough Square** – main stage for live music and performances throughout the day, including the Christmas Light Switch On itself at 6pm, food and drink traders, Santa’s Grotto, street performers and entertainers. Most of the Square will remain available again, as last year to create a safe space to accommodate the audience throughout the day/evening. Outside seating will also again be put outside Newmarket throughout the day, to support the food and drink traders and to provide entertainment seating.

The road closure arrangements are already in place.

- ii. **Belvoir Shopping Centre** – Christmas market with local crafters and makers, food and drink traders, street performances, music and entertainment.
  - iii. **Needham’s Walk car park** – Funfair and attractions to include, if possible, also a synthetic ice rink.
  - iv. **Market Hall car park** – to be used as a car park.
- d) **Christmas Window Competitions** – The Christmas window competitions were well received last year and the same competitions: Best Dressed Window and Best Illuminated Business will be organised again this year. Windows are to be dressed for launch of the competition on Saturday 28 November.
  - e) **Christmas Trail** – Launch of the popular Find the Elf Christmas Trail on Saturday 28 November, 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.

1.6.2 Further event updates will be presented to the next CSEWP meeting on 18 August 2026.

<b>Policies and other considerations, as appropriate</b>	
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:	Events promoted through websites, social media channels, bi-annual Coalville Town Centre Event Guide and local community publications.
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>

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