

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 7 FEBRUARY 2017

Title of report	MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY
Key Decision	a) Financial No b) Community No
Contacts	Councillor Alison Smith MBE 01530 835668 alison.smith@nwleicestershire.gov.uk Director of Services 01530 454555 steve.bambrick@nwleicestershire.gov.uk Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk
Purpose of report	To consider the recommendations made by the Coalville Special Expenses Working Party.
Reason for Decision	To progress Coalville Special Expenses projects and programmes.
Council Priorities	Value for Money
Implications:	
Financial/Staff	As set out within the budget.
Link to relevant CAT	None.
Risk Management	N/A
Equalities Impact Screening	None discernible.
Human Rights	None.
Transformational Government	None.
Comments of Head of Paid Service	Report is satisfactory

Comments of Deputy Section 151 Officer	Report is satisfactory
Comments of Monitoring Officer	Report is satisfactory
Consultees	Members of the Coalville Special Expenses Working Party
Background papers	Agenda and associated documents of the meeting held on 15 December 2016
Recommendations	TO NOTE THE RECOMMENDATIONS MADE BY THE COALVILLE SPECIAL EXPENSES WORKING PARTY AS DETAILED WITHIN THE MINUTES AND APPROVE THE RECOMMENDATIONS AS SUMMARISED AT 3.0

1.0 INTRODUCTION

- 1.1 The Coalville Special Expenses Working Party meets quarterly to consider financial issues which affect the special expenses area. As the group reports directly to Cabinet, all recommendations made will be sent to the first available Cabinet meeting after the group have met for final approval.

2.0 TERMS OF REFERENCE

- 2.1 To consider budget and financial issues which either solely or predominantly affect the special expenses area alone and to make recommendations back to Cabinet.
- 2.2 To consider possible project options regarding the allocation of surplus reserves which have been examined by the relevant budget officers and to make recommendations to Cabinet.

3.0 RECOMMENDATIONS FROM MEETING ON 15 DECEMBER 2016

3.1 CAPITAL PROJECTS UPDATE

- 3.1.1 A name change from Urban Forest Park to Coalville Forest Adventure Park be proposed
- 3.1.2 An alternative site be sought for the Ending of World War 1 Centenary Project
- 3.1.3 The suggestion in respect of a poppy mosaic be referred to the memorial square working group
- 3.1.4 A fully costed scheme for Melrose Road Recreation Ground be brought to the next meeting

3.2 EVENTS UPDATE

- 3.2.1 A report be brought to the next meeting to consider the options in respect of Christmas lights.

APPENDIX 1

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on THURSDAY, 15 DECEMBER 2016

Present: Councillor J Geary (Chairman)

Councillors R Adams, N Clarke, J Cotterill, D Everitt, J Legrys, P Purver, M Specht and M B Wyatt

Officers: Mr J Knight, Mr J Richardson, Mrs W May and Mrs M Meredith

17. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

18. DECLARATIONS OF INTEREST

Councillor M B Wyatt declared a non pecuniary interest in any reference to Coalville town centre as a business owner.

Councillor J Geary declared a non pecuniary interest in item 4 – Capital Projects update as a regular supporter of Coalville Town FC and a founder member of Mantle Lane Arts.

Councillor J Legrys declared a non pecuniary interest in any reference to Hermitage FM due to his involvement with the organisation.

19. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 13 October 2016.

Councillor J Geary clarified that in respect of Capital Projects Update, he had requested the details of the model of the timer due to the costly quotation. The Head of Community Services advised that three quotations had been obtained and a significantly reduced price had been secured after following this up.

Councillor J Geary advised that in respect of the mobile activated signage, the meeting with representatives in December had been cancelled and the rescheduled meeting date was Friday, 13 January.

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

RESOLVED THAT:

The minutes of the meeting held on 13 October 2016 be approved and signed by the Chairman as a correct record.

20. CAPITAL PROJECTS UPDATE

The Leisure Services Team Manager presented the report to Members and provided an update on each of the ongoing projects.

Owen Street Recreation Ground – Changing Room Development

Members had been taken on a tour of the facility on 27 October and the official opening was planned at the end of the current season in May or June 2017.

Thringstone Miners Social Centre

Full planning approval had now been obtained to move forward on the training pitch. The football club were currently seeking to appoint to a number of vacant positions on their committee and Board of Trustees. It was anticipated that these positions would be recruited to early in the new year, and following this the project would be progressed and

officers would support the Trustees with a funding application to the BIFFA Main Grants scheme.

Cropston Drive Recreation Ground

All work had now been completed. The hard surfaced area now had lines painted for a basketball court and hawthorn bushes had been planted around the chestnut fencing. The entrance was far more inviting and the area was now far more aesthetically pleasing than it had been for some time.

Councillor M B Wyatt sought clarification on the additional equipment that was to be installed. The Leisure Services Team Manager advised that the hard court area had been lined to provide a basketball court and the post had also been repainted.

Urban Forest Park, Coalville

The fencing adjacent to the car park has now been replaced. Members may wish to allocate an element of the outstanding balance towards the centrepiece of the Memorial Tree project if the total of that project exceeded the current £2,000 budget allocated to it.

Renaming of Urban Forest Park

A consultation had taken place on the renaming of the park with a number of groups. As a result of the consultation it was therefore proposed to recommend to Cabinet a change in name from Urban Forest Park to Coalville Forest Adventure Park.

This proposal was moved by Councillor J Legrys and seconded by Councillor J Geary.

Councillor M Specht highlighted the significance of the next year and felt that this should be marked in some way with the naming of the park. He asked if the wording Coalville Heroes could be included in the renaming of the park.

Councillor J Geary reminded members that this suggestion had not been consulted upon.

Councillor M Specht suggested that the consultation should be restarted to include this.

Councillor R Adams felt that considering the size of the consultation already undertaken with the school, the process should not be restarted.

Councillor J Geary expressed concerns in respect of the consultation process and relayed problems he had experienced with logging on to cast his vote.

Councillor M B Wyatt advised that he had been able to vote online. He also highlighted that there would be a similar opportunity in the following year and there was no reason this suggestion could not be incorporated at that time.

Improved Parks Signage

Officers were currently in liaison with Leicestershire County Council and further information was awaited on the potential costings. Once this was received it would be circulated to members to enable decisions to be made at the next meeting.

Councillor M B Wyatt expressed concerns in respect of the lack of amenities for people with disabilities. The Head of Community Services outlined the criteria in respect of brown signage, a number of which had not been met. It was agreed to circulate the criteria to members.

Ending of World War 1 Centenary Tree Project

Prior to the last meeting, a site visit had taken place and the Head of Community Services had met with the Royal British Legion who had expressed concerns about the site location. The ongoing support from the Council was welcomed however it was considered that the site was quite isolated and would not be visited by the membership.

Councillor J Geary highlighted comments he had received from constituents in response to the proposals expressing concerns relating to potential vandalism and the isolation of the site and suggesting that Coalville Park would be a preferable location.

Councillor J Legrys shared the concerns raised and also considered that Coalville Park would be a preferable location considering the management of the site and the number of visitors. He suggested visiting the park to assess feasibility.

Councillor P Purver welcomed the suggestion to visit Coalville Park. She suggested an installation close to the clock tower and felt that a mosaic of a poppy would be quite striking, and would be a project that children could get involved with. She highlighted that the company which had been involved with creating the colour for the ceramic poppies in London was a local company and could be involved in the project.

Members welcomed this suggestion and felt this could be quite impressive.

Councillor N Clarke reminded members that the reason the site had been chosen initially was to improve it and increase the number of visitors. He highlighted that Coalville Park already had a peace garden and questioned whether there was room for another installation.

Councillor J Geary highlighted the importance of the anniversary and felt that the project should be given the utmost respect, and delivered in the best possible location in terms of convenience for the community and where it would be best seen and appreciated.

Councillor M B Wyatt welcomed the suggestion made by Councillor P Purver.

Members agreed that the location of the Urban Forest Park be rejected, once an alternative location had been secured.

Members also agreed that the installation of a mosaic in the form of a poppy in the vicinity of the clock tower should be further explored.

The Head of Community Services advised that this suggestion would be put to the working group looking at initiatives in the memorial square area. It was agreed that the sum carried forward would also be allocated to this project.

Green Gym at Melrose Road

The equipment had been ordered and would be installed week commencing 23 January 2017.

Scotlands Play Hub Development

It had previously been agreed by the working group to defer any work on identifying improvements to Scotlands Playing Field until the situation regarding the Lillehammer Drive MUGA had been resolved. This issue was close to being resolved however it was highly unlikely that the MUGA would be relocated at Scotlands Playing Field and as such, members may wish to consider allocating a budget for proposals to develop a play hub.

Councillor J Legrys felt there was a need to consider play equipment on the site considering the additional development that was taking place. He asked whether a costed scheme could be brought to the next meeting. The Head of Community Services advised that negotiations were still ongoing and felt that the legal proceedings should be concluded prior to a scheme being brought forward. He added that work would also need to be undertaken in conjunction with Coalville Town Football Club in order to ensure the scheme complemented their facilities.

Mobile Vehicle Activated Signage

A meeting which had been arranged with LCC on 9 December 2016 had now been rearranged and would take place on 13 January 2017. Members would be invited to this meeting to look at the potential locations.

Melrose Road Recreation Ground

Proposals were presented to the group for consideration with an indicative cost of £3,000 - £3,500. Councillor D Everitt welcomed the proposals which he felt would add to the improvements on the site. It was agreed that a fully costed scheme be brought to the next meeting.

It was moved by Councillor J Legrys, seconded by Councillor R Adams and

RESOLVED THAT:

- a) The progress update on 2016/17 Capital Projects be noted
- b) A name change from Urban Forest Park to Coalville Forest Adventure Park be proposed
- c) An alternative site be sought for the Ending of World War 1 Centenary Project
- d) The suggestion in respect of a poppy mosaic be referred to the memorial square working group
- e) A fully costed scheme for Melrose Road Recreation Ground be brought to the next meeting

21. 2016/17 EVENTS UPDATE

The Cultural Services Team Manager presented the report to members, providing an update on each event.

December – Christmas Lights Switch on Event

The 'Christmas in Coalville' event had taken place on 3 December and was well attended, with no incidents or problems reported. The use of the whole of the upper car park had worked really well and created a nice feel. The headline act 'Little Chix' had been very well received and thanks were expressed to John Sketchley at Hermitage FM. So far 212 votes had been cast for the best dressed window competition and 10 businesses had taken part in the toy trail, which was the maximum possible number. Free parking would continue on Saturdays in December.

Councillor M B Wyatt commented that quite a few of the local businesses on High Street felt that they were neglected and the clock tower was underused. He added that a lot of the High Street businesses reported that on the day of the event their income was down because the footfall had been moved away from High Street to other areas and a lot of vendors at the event were not local. As a result, local businesses did not benefit. He stated that the reason a lot of businesses on High Street did not have a tree was due to the £50 cost. He added that the Coalville Town Team did not represent traders and did not consult them at all. He felt that the event was damaging to High Street. He commented that the tree was excellent, however the area around the clock tower was underused.

Councillor J Geary thanked Councillor M B Wyatt for his comments which he felt should be taken into consideration.

The Head of Community Services advised that the comments would be considered by the Events sub group to take into consideration for next year's event. In respect of utilising the clock tower, he advised that smaller attractions could be considered for this area, however there were limitations due to the potential volume of people and safety concerns.

Councillor M Specht thanked the event organisers.

Councillor D Everitt agreed with the comments made by Councillor M B Wyatt in respect of the High Street shops. He added that there were so many people attending the event that more could be done to spread the attractions out.

Councillor P Purver complimented the leaflet which she felt worked well and looked fantastic. She also commended the signposting at the event.

Councillor J Legrys relayed comments in respect of problems with the electricity supply and the food fair traders not being local and too expensive. He added however that the event was put together by Coalville Town Team rather than the Council.

Coalville Christmas Decorations

The Christmas lights were installed on schedule and did not impinge upon the Remembrance Day commemoration. The lights on the Council offices had to undergo some level of repair as well as the lights on the clock tower. Eight of the new timers had been installed. A number of traders have put up trees on High Street which looked lovely. Coalville Market was well lit and presented a really nice effect when the lights were switched on. Following the comments made previously, the Christmas tree had benefitted from been lit from 7am until midnight each day and the picket fencing looked much better. No complaints had been received relating to the Christmas tree. The age of the lighting stock was highlighted, as well as the increasing need for repairs. Of the stock available, 55% was in full working order with the remaining 45% either failing or not working. The bagatelles on the lamp columns were also no longer available off the shelf as the technology had since moved on.

The Head of Community Services highlighted the options going forward, to replace the lighting stock or to consider an alternative funding model whereby the stock was rented.

Some members felt that it would be better to rent the lighting due to the technology progressing so quickly. It was considered that this might provide a better variation each year.

Councillor M B Wyatt commented that having a good show of lights meant a lot to residents and was a really important aspect of Christmas.

It was agreed that a report be brought to the next meeting exploring the options to enable a decision to be made.

Coalville Christmas Events – December 2016

The poster highlighting key events for December had been very well received. Work was currently in progress on the January – March version.

Councillor M Specht commented that it would be helpful if the poster showed timings and costs. The Cultural Services Team Manager advised that the poster was intended to provide a snapshot to entice people to find out more. She added that there was limited space on the poster and each event was supported by its own literature. She advised that she would relay the comments made to the Communications Team.

Councillor M B Wyatt referred to the errors made in the Coalville Town Guide which had been locally distributed. Councillor P Purver commented that when adverts were placed, usually the onus was on the person placing the advert to proof read the content before publication. She added that this would reduce the pressure on the Council. The Head of Community Services advised that this issue had been investigated and lessons learnt.

A discussion took place on the proposed dates for the events sub group. The preferred dates were Thursday, 12 January, Thursday 9 February and Wednesday, 15 March. The Cultural Services Team Manager to circulate the dates by email.

Councillor P Purver mentioned the Snibston miners gala which was seeking heritage funding. She asked if there was any way the Council could assist. The Cultural Services Team Manager advised that she was meeting with Stuart Warburton about the miners gala in January and would provide an update at the next meeting if this could be progressed.

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

RESOLVED THAT:

- a) The progress update on 2016/17 events be noted
- b) The preferred dates for 2017 meetings of the events sub group are as follows:
Thursday, 12 January 2017
Thursday, 9 February 2017
Wednesday, 15 March 2017
- c) A report be brought to the next meeting to consider the options in respect of Christmas lights.

22. COALVILLE SPECIAL EXPENSES 2016/17 P7 POSITION/FORECAST OUTTURN AND DRAFT 2017/18 BUDGET

The Head of Community Services presented the report to members, highlighting the forecast overspend which was not a cause for concern at this point.

In response to a question from Councillor J Geary, the Head of Community Services advised that the reduced income from Broomleys Cemetery was not due to an increase in cremations.

The Head of Community Services advised that the draft budget for the 2017/18 financial year was balanced and highlighted the note in respect of the assumed Council Tax base increase which would provide additional funding to the Special Expenses budget. He added that the exact figure was not yet known and an update would be provided at the next meeting. He highlighted the key areas he considered appropriate for allocation of this additional resource, which were Christmas lights, events and grounds maintenance.

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

RESOLVED THAT:

- a) The 2016/17 P7 position/forecast outturn be noted
- b) The draft budget for 2017/18 be noted

The meeting commenced at 6.30 pm

Councillors R Adams and J Legrys left the meeting at 7.16pm during item 5, 2016/17 Events Update

Councillor N Clarke left the meeting at 7.23pm during item 5, 2016/17 Events Update

Councillor M B Wyatt left the meeting at 7.26pm during item 5, 2016/17 Events Update

The Chairman closed the meeting at 7.39 pm

Chairman's signature