

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 13 JUNE 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 Deputy Chief Executive	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 25 April 2017
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 25 APRIL 2017

3.1 CAPITAL PROJECTS UPDATE

- That Cabinet are recommended to support an insurance policy (approximately £100) for the memorial at Coalville Park from within existing Coalville Special Expense revenue budgets. This has been identified as part of the Councils review of property/asset insurances.
- That Cabinet be requested to fund half (£3,000) of the additional cost (£6,000) required for the improvements to Coalville Forest Adventure Park from General Fund reserves.
- That Cabinet be requested to fund footpath improvements for Melrose Road Play Hub, Thringstone including footpath and steps (subject to landowner consent) into the wooded area at a cost of £4,000 from Coalville Special Expense Reserves.

- That Cabinet be requested to fund two benches for Melrose Road Recreation Ground, Thringstone along with a landscaping scheme from Coalville Special Expense Reserves at a cost of £2,000.
- The funding request of £9,100 can be accommodated from within the existing reserves of £66,310 whilst still maintaining the S151 advised prudent level of 10% of annual expenditure (£45,000).

APPENDIX 1

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on TUESDAY, 25 APRIL 2017

Present: Councillor J Geary (Chairman)

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

In Attendance: Councillors R Johnson (Observer)

Officers: Mr J Knight, Mr J Richardson, Mrs W May, Mrs R Wallace, Mrs C Ridgway and Ms R Biggs

The Chairman announced that it was the Head of Community Services last meeting as he was moving on to a role at another authority. On behalf of the Committee, the Chairman thanked him for all the work done for this Committee and the Council as a whole. The Chairman commented that the Head of Community Services would be missed and wished him all the best for the future.

23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Cotterill and M Specht.

24. 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 voluntary involvement with the organisation.

Councillor P Purver declared a non-pecuniary interest in item 6 – 2016/17 Forecast Outturn and Capital Programme 2017/18, as an employee of JF Brown (Surveys) who had undertaken work for Broomley's Cemetery.

25. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 15 December 2016.

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

RESOLVED THAT:

The minutes of the meeting held on 15 December 2016 be approved and signed by the Chairman as a correct record.

26. CAPITAL PROJECTS UPDATE

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

Owen Street Recreation Ground

A number of concerns had been raised regarding the sustainability of the floodlights as the lux levels would be inadequate if the club were promoted, the light fittings were outdated and were becoming difficult to replace, plus the light columns were now reaching the end of their natural life. Members would be presented with options and costs at a future meeting. The Chairman requested that a professional survey be undertaken on the lighting columns as he believed they should have a longer lifespan. The Leisure Services Team Manager stated that an appropriate survey would be undertaken through Property Services.

Councillor M B Wyatt asked if the football club would provide some of the funding for the works required as he felt that the cost should not fall completely on the tax payer, the Chairman concurred. The Leisure Services Team Manager explained that once the cost had been obtained there would be a number of funding options available including the football club itself, this would be considered by the group at a future meeting. He also clarified that the lighting columns would be the Council's responsibility as the landlord.

Thringstone Miners Social Centre Training Pitch

The new chairman was currently working with the football club to appoint to a number of vacant positions on the board, once this had been completed the work would continue on gaining the funding for the training pitch. Councillor D Everitt questioned if the lamp post in the middle of the area had been considered. The Leisure Services Team Manager explained that it had been included as part of the footpath diversion which had already received planning approval.

Coalville Forest Adventure Park

The Buccaneer play equipment had been vandalised beyond repair and would cost approximately £9,000 to replace which had not been budgeted for. Therefore officers were investigating other options that would be in line with the new name of Coalville Forest Adventure Park, these would be presented at the next meeting. As the equipment was not insured it did highlight the risk of other play equipment. In addition, the outcome of a recent survey had also identified the memorial at Coalville Park as a risk. An insurance quote would be presented to members for a decision at the next meeting but it was likely to be around 100 pounds per year. The Chairman felt that it was important to have adequate insurance as soon as possible and therefore recommended that permission be given for officers to go ahead and purchase an insurance policy once the quotes had been received up to the value of 100 pounds. Members were in agreement.

The Leisure Services Team Manager added that officers were also looking into the cost of insuring the statue outside the library and he would circulate details to Members via email.

The Leisure Services Team Manager introduced Rosie Biggs, the Horticultural Officer who worked within the Grounds Maintenance Team and was responsible for putting together proposals and costings for projects such as this.

Councillor J Legrys referred to the available Section 106 money to further enhance the facilities as mentioned within the report and asked where it was coming from. The Leisure Services Team Manager explained that the two adjoining developments provided the Section 106 money which had been used to fund the buccaneer play equipment, footpaths, drainage and fencing. It stated within the agreement for the money to only be used for improvements to the park and there was £4,781 still left to be allocated.

The Leisure Services Team Manager reminded Members that the name of the park would be changing to Coalville Forest Adventure Park. Members were asked to consider if they wanted to fund the replacement of the buccaneer play equipment or to develop the area to fit in with the new name. The plans were displayed for Members detailing proposed improvements to make the area more appealing to families. Proposals included:

- A 321 recreation run site which was advocated by Sporting England, funding for this has already been secured through Leicestershire and Rutland Sport.
- Potential play options
- Picnic area with benches
- Willow tunnels and structures
- Nature elements to work with local schools including bird boxes
- Additional walk ways

It was reported that the cost for these improvements would be in the region of £6,000 which was slightly over what was available from the Section 106 Money. By not including the play and picnic areas, the project would be brought to within budget or the additional funds could be agreed from Coalville Special Expenses.

Councillor M B Wyatt suggested that Cabinet be asked to fund half of the additional cost required as people from outside of Coalville would be using the park. All Members were in agreement.

Councillor P Purver raised concerns with the suggestion of a picnic area as there had been issues in previous years with youths and vandalism, she believed picnic benches would encourage people to congregate and cause problems. Other Members did not agree as they believed the benches would be beneficial and that they should not be put off by the possibility of vandalism.

Scotlands Play Hub Development

As previously agreed, work on identifying improvements to Scotlands Playing field has been deferred until the issues with Lillehammer Drive MUGA has been resolved.

Councillor J Legrys expressed his disappointment that the issues with the Lillyhammer Drive MUGA were still ongoing as it had been closed for some time. He appreciated that officers were trying and that the developer was causing delays. The Head of Community Services reported that the Legal Team had now been instructed to move things forward and once agreed details would be presented to the group to make the decision of how to allocate funds.

Mobile Vehicle Activated Signage

The Community Focus Officer had met with Leicestershire County Council Officers in January regarding the options available for locating the signs and these were detailed within the report. It was suggested that a further visit to the sites be arranged which Members would be invited. Once a final decision on locations had been made,

Leicestershire County Council Officers would visit to assess whether the columns were suitable. The Community Focus Officer asked any Members that could not attend site visits to email her with their preferred locations.

In response to a question from Councillor R Adams, the Community Focus Officer explained that Warren Hills Road had been deemed unsuitable because there was not a safe footpath for engineers to affix the bracket or for the sign to be accessed for changing locations. She explained that the officer could not make any suggestions for a safer alternative as that was not within her remit, she was only assessing the preferred sites. The Chairman requested that a suitable officer from Leicestershire County Council be asked to visit the site to gain advice as he strongly felt that the signage should be used on Warren Hills Road, he added that Members would attend any meetings to support the case. The Community Focus Officer agreed to investigate this further. The Leisure Services Team Manager commented that making a suitable site on Warren Hills Road may incur costs, Members were happy to fund what was required.

Melrose Road Recreation Grounds, Park Development

The proposals put together by the Horticultural Officer were circulated to Members which included planted areas, benches and a change of name to Thringstone Park. The intention was to encourage people to the park for more than just football games. Due to the fitness equipment being situated on grass which could get very muddy, it was also proposed that a footpath be inserted from the main path to the equipment and then on to the wooded area behind the park. It would include steps down into the wooded area and provide clear access. The total cost was approximately £4,000. The Chairman raised concerns regarding the steep descent into the wooded area and believed it was dangerous, he felt the footpath needed to be created safely with a handrail along the steps or fenced off completely to stop people using it. Members agreed that steps and handrail be placed at the entrance to the wooded area.

A discussion was had on the positioning of the proposed benches in the area and the benefits of placing a bench at the play area debated. Councillor D Everitt's preference was that at least one bench be placed at the football area. It was agreed that one bench to be placed at the football area and one bench to be placed at the play area.

Regarding the consultation with Friends of Thringstone, it was reported that they were happy with the proposals being considered by Members. A discussion was had regarding the planted area and if Friends of Thringstone would contribute to the maintenance of it. It was agreed that the group to be approached to discover what input they would be prepared to have.

Councillor P Purver asked for her thanks to be passed onto the appropriate team as the flowerbeds around Coalville looked fantastic.

RESOLVED THAT:

1. The completion of the two 2016/17 Capital Projects be noted.
2. The progress update on 2017/18 Capital Projects be noted.
3. The decision to purchase an insurance policy for the memorial at Coalville Park up to the value of £100 be delegated to officers.

4. Cabinet be requested to fund half of the additional cost required for the improvements to Coalville Forest Adventure Park.
5. The footpath improvements for Melrose Road Recreation Ground including footpath and steps into the wooded area be agreed.
6. Two benches be agreed for Melrose Road Recreation Ground, one to be placed at the football area and one at the play area.
7. Friends of Thringstone be asked what input they were prepared to have in the maintenance of the Melrose Road Recreation Ground.

27. 2017/18 EVENTS UPDATE

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

St Georges Day

The flags had been flying from Friday 21 April and would be taken down on Wednesday 26 April to celebrate St George's day.

Proms and Picnic in the Park

It was confirmed that the event planning was well underway with performers signed up and a finalised site plan. Coalville Park was set to be full of stalls as there had been lots of support from local groups. It was noted that there was a small change to the layout from last year as the stage has been moved back to where it had been historically. The Cultural Services Team Manager reported that the costs of running the event had been reduced and the income increased, overall it was under budget and still delivering a quality event for the community.

In response to a question from Councillor J Legrys, the Cultural Services Team Manager stated that there would be no more event shelters than in previous years.

In response to a question from Councillor R Adams, the Cultural Services Team Manager stated that there was not accurate data regarding footfall for the event, she was however looking into technology that measured footfall by mobile phone signals and she was hoping to have this for the event.

Coalville by the Sea

The event was scheduled for Friday 4 August at Needhams Walk, Coalville.

Christmas in Coalville

The detailed event planning had not yet begun but the key infrastructure such as the reindeer had been secured. The proposed dates for free car parking was 2, 9, 16, 23 and 30 December. It was also reported that the next meeting of the Events Sub Group was on 13 September.

Councillor J Legrys referred to the events poster included within the report and asked if he could be sent it electronically so that he could promote it through social media. The Cultural Services Team Manager agreed.

Christmas lights

Unfortunately, recent meetings with the Christmas light contractor had been delayed and therefore options were not available at this time, the Cultural Services Team Manager was hopeful that more information would be available at the next meeting.

Coalville commemorates

Work was ongoing and the next stage was to develop the design options ensuring that the artwork was complimentary to the proposed resurfacing for memorial square. The Cultural Services Team Manager proposed that Ibstock brick be used to create a bespoke design at the bottom of the hilled area, she felt that it would be a durable material and the positioning would be accessible to all. If Members agreed then the Cultural Services Team Manager would speak to someone from Ibstock Brick and bring the options back to the next meeting.

Councillor J Legrys was pleased with the proposal but requested that if bricks were being specifically made then they be imperial bricks to match the Clock Tower.

In response to a question from Councillor D Everitt, the Cultural Services Team Manager explained that the Horticultural Officer would be looking at the design as she had undertaken similar design projects in the past, all options would be brought back to the next meeting.

The Chairman thanked Councillor P Purver for the great idea of a memorial and for successfully chairing the sub groups.

RESOLVED THAT:

- a) The progress update on 2017/18 events be noted.
- b) The progress update on Coalville Christmas Lights 2017 be noted.
- c) The progress update on the commemorative mosaic be noted.
- d) The Cultural Services Team Manager to meet with Ibstock Brick to discuss design options for the commemorative memorial and report back to the next meeting.

28. 2016/17 FORECAST OUTTURN AND CAPITAL PROGRAMME 2017/18

The Head of Community Services presented the report to Members. As there were funds to allocate, he suggested that the following potential projects be brought to the next meeting for consideration: the floodlights at Owen Street Football Ground, Thringstone Park and possibly more funds for the commemorative memorial project. He added that a playing pitch strategy was currently underway and early indications showed that there were two changing facilities that did not meet the required standard.

Councillor N Clarke asked if an increase in the grant budget had been considered. The Head of Community Services explained that it had not been considered as the amount

allocated each year was never fully spent, he stated that if that was to happen in the future then a request would be made to the group for more funds.

RESOLVED THAT:

- a) The 2016/17 Forecast Outturn be noted.
- b) The Capital Scheme Programme for 2017/18 be noted.

29. DATE OF FUTURE MEETINGS

RESOLVED THAT:

The following future meeting dates be noted:

Tuesday, 11 July 2017

Tuesday, 10 October 2017

Thursday, 11 January 2018

Tuesday, 24 April 2018

Councillor M B Wyatt left the meeting at 7.10pm.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.45 pm