

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**COALVILLE SPECIAL EXPENSES WORKING PARTY – TUESDAY, 16 OCTOBER 2018**

Title of report	<b>2018/19 EVENTS UPDATE</b>
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Purpose of report	To update members with regards to 2018/19 events and projects funded within the Coalville Special Expense Area
Recommendations	<b>THAT THE WORKING PARTY</b>  1) <b>NOTE THE PROGRESS UPDATE ON 2018/19 EVENTS</b> 2) <b>CONSIDER INITIAL PROPOSALS FOR 2019/20 EVENTS</b> 3) <b>NOTE THE INFORMATION RECEIVED IN RELATION TO CHRISTMAS TREE BRACKETS AND LIGHTING OPTIONS</b> 4) <b>NOTE THE INFORMATION RECEIVED FROM A TRAFFIC MANAGEMENT COMPANY REGARDING THE SUITABILITY OF HOSTING A FUN FAIR IN COALVILLE TOWN CENTRE</b> 5) <b>NOTE THE PROGRESS ON THE COMMEMORATIVE ARTWORK FOR THE CENTENARY OF THE END OF WW1</b>

**1.0 EVENT PROGRAMME UPDATE FOR COALVILLE**

1.1 2018/19 Event programme

The following event programme is being progressed; members of this working party have been involved in the planning process and have received updates on progress at the event sub-group meetings.

<b>2018/19 COALVILLE EVENTS</b>	<b>2018/19 Allocated budget</b>	<b>Status</b>
<b><u>20 April to 26 April – St George’s Day</u></b> (The installation of the English flag in various locations to celebrate St George’s Day)	£80	Completed
<b><u>23 June – Music in the Park</u></b> (A celebratory evening of music and entertainment in Coalville Park)	£17750	Completed
<b><u>24 June – Picnic in the Park</u></b> (including street entertainers in performance area, live music and community groups)		

<b>3 and 4 August 2017 – Coalville by the Sea</b> Family event celebrating the Great British seaside – two day event	£2000	Completed
<b>24 November – Christmas in Coalville</b> Christmas entertainment and festive food and drink festival	£9000	Planning
<b>Total</b>	£28830	

## 1.2 Music and Picnic in the Park – Saturday 23 and Sunday 24 June 2018

Music and Picnic in the Park delivered a very successful weekend of music, arts and entertainment in Coalville Park. The weekend was warm and sunny and both events were very well attended and saw great support from Coalville and district wide residents. Numbers on Saturday evening were similar to previous years at around 800 and Sunday was very busy attracting just over 4000 with participants engaging with all areas of the event. The event this year also included ‘Art in the Park’ which was a collaboration with the Coalville Family of Schools and James Latham Leicester (sponsorship), the initiative exhibited 25 art boards depicting Coalville.

There was a full programme of performances on the main stage, with headline act on the Saturday evening Ashby Big Band. On Sunday opening the event were Bel Canto, a newly established school and community choir, comprising of schools in the Coalville Family of Schools, initiated as part of the Coalville Project.

The popular performance area was this year was mainly programmed with local dance and martial arts clubs, as well as a professional artiste ‘The man on the moon’. A baby big top provided wonderful circus style entertainment and workshops throughout the afternoon.

Coalville Park was further filled with local community organisations in their colourful gazebos: attendance for the second time from Coalville Miners’ Gala Committee – Mining Heritage, an area promoting district council services (health and well-being, environmental services and general information on the council trailer) and new side shows (alpacas and Shetland ponies). The event was colourful with flags and decorations creating a festival feel.

Picnic in the Park also provides an opportunity for local groups and organisations to showcase their work in the community, raise funds, raise awareness of their work and recruit volunteers, below is some of the feedback received:

Coalville Scouts - thank you. We found our first Picnic in the Park venture hugely enjoyable. Our primary objective was to raise the profile of 4th Coalville Scout Group as we are planning to expand so that we can give more children in the local area the opportunities which scouting provides

Community Education and Enterprise Projects - thank you for having us. It was a great day! We managed to raise some well needed funds, meet a few new people and see some old friends while being entertained by the arena & the stage with ideal pitch location, I wish we could do it every weekend.

As you know we are a not for profit organisation but I class us as a charity, all the money we raise goes back into the project to cover running costs and resources. We managed to raise a whopping £259.00 between the tombola & plants & took very little home with us, no tombola stuff and only 5 plants so amazing is an understatement. We're looking forward to next year already.

Burton Breastcare - First let me say well done to you and your team another wonderful day ... fantastically organised... and the sun shine too. What more could we have asked for? We raised £385 so we are very pleased.

Local charities raised a total of £3,619 which is an increase of £982 on last year. The money was raised was through direct donations, activities, tombola and selling of goods. Feedback from all the charities has been positive and all are looking to coming back to the event next year.

Coalville Family of Schools - We are indebted to North West Leicestershire District Council who have sponsored the choir as part of the Coalville Project.

### 1.3 Coalville by the Sea – Friday 3 and Saturday 4 August 2018

Coalville by the Sea 2018 was delivered as a two day event in response to feedback received at the 2017 event. It was a successful family event celebrating the Great British seaside in Coalville. It is estimated that up to 800 people attended the event. The event received good pre and post event publicity through press and social media.

The event was sponsored by P & R Building Supplies Ltd who provided the sand for the sand pit, the council is very grateful for their support of the event, which in part enabled the event to be extended to a two day event, we hope that they will support the event in 2019.

### 1.4 Christmas in Coalville – Saturday 24 November 2018

Date: Saturday 24 November – Christmas in Coalville  
Locations: Belvoir Shopping Centre and market car park, Coalville 10am to 5.30pm  
Summary: A daytime and early evening event focussing on festive attractions and entertainment

Daytime - the event will commence at 10am

- Christmas food, drink and craft market in Belvoir Shopping Centre (utilising the central area and avenue leading to High Street) – over 20 stallholders confirmed to date
- Musical entertainment from Hermitage FM (as in 2017)
- Brass band (sessional)
- A comprehensive programme of street entertainment and street performers
- Santa's Grotto and real reindeer
- Nativity character trail
- Christmas Toy trail
- Best dressed shop window competition

These activities and attractions will be located within the shopping centre and the wide pavement area of Belvoir Road (exact locations to be confirmed).

Late afternoon/early evening – this part of the event will commence at 3pm from the Market Hall car park

- Main stage and large audience area with live music and headline act
- Firework viewing area - culminating in the countdown to the firework finale
- Street food caters will also be located in this area from 3pm (e.g fish and chips, sausage stall, roasted chestnuts and beer bus)
- Fun fair – from 12.30pm

Shop window competition and Christmas trail

- We will be engaging with businesses encouraging them to participate in these initiatives, local schools will also be involved in the Christmas Trail this year, which will increase the number of children participating in the trail.

A TEN licence has been granted as there are licensable activities scheduled for the event. An event management plan and risk assessment are currently being compiled, these will be shared with relevant partners and the district council's insurers in advance of the event.

Memorial Square update - Options for this area have been considered, which included placing smaller fairground rides in the square. A local operator was contacted to provide advice on the options and suitability of the area for rides. The operator was reluctant to place rides in this area due to concerns regarding the volume of traffic in the area and the proximity of traffic to children/families, making it a high risk site.

Restoration works to the clock tower are now scheduled to be reinstated on 14 November to complete the works to the base and foundations of the clock tower. This work is scheduled for to be completed by week ending 21 December. Our Property Services team have advised that for health and safety reasons to avoid placing event attractions in this area. Therefore due to the issues with the site, no attractions are planned for this area.

1.5 Further events planned for Coalville in 2018 supported by the district council are as follows:

- **Poppy Appeal Launch and artwork unveiling**, Memorial Square – 27 October 2018
- **May the toys be with you exhibition** – 2 November to 10 November, 10.30am to 4.30pm – one of the UK's finest collections of vintage star wars toys is coming home to Coalville
- **These Names are Lamps of Sacrifice** – 12 September to 14 November – a touring exhibition describing the history of Coalville's Memorial Clock Tower <http://www.choosecoalville.co.uk/2018/09/10/memorials-exhibition-goes-on-tour/>
- **The First Fifty** – a commemorative community performance working with Chorus Theatre at St John Baptist Parish Church, Hugglescote – 9 and 10 November 2018
- **Remembrance Service and Parade**, Christchurch and Memorial Square – 11 November 2018
- **Vienna Festival Ballet presents The Nutcracker** at Century Theatre – 14 December 2018

## 1.6 Coalville Events – September to November 2018

A number of posters showcasing events in Coalville (September to November 2018) can be seen in Appendix one. A Coalville Events poster for December is being prepared ready for distribution in November.

## 2.0 2019/20 PROPOSED EVENTS PROGRAMME

2.1 Event planning and development work will commence early 2019.

<b>2019/20 PROPOSED COALVILLE EVENTS – supported by CSEWP</b>
<b>19 April to 25 April – St George’s Day</b> The installation of the English flag in various locations to celebrate St George’s Day
<b>22 June – Music in the Park</b> A celebratory evening of music and entertainment in Coalville Park
<b>23 June – Picnic in the Park</b> An afternoon of entertainment and family fun including street entertainers in performance area, live music and community groups
<b>2 and 3 August – Coalville by the Sea</b> (date, location and duration tbc) Family event celebrating the Great British seaside
<b>November/December – Christmas in Coalville</b> (date to be confirmed) Christmas entertainment, music, arts and produce

2.2 Further events planned for Coalville in 2019/20 supported by the district council are as follows:

- **Coalville Writes Festival** will return in 2019 – dates to be confirmed
- **Coalville May Fair** – 3 to 6 May 2019
- **Hello Heritage** – 7 to 22 September (districtwide event) with Coalville organisations engaged in the event
- **Coalville Colour Run**, Coalville Park and town centre – provisional date of 15 September 2019
- **Poppy Appeal Launch**, Memorial Square – 26 October 2019
- **Remembrance Service and Parade**, Christchurch and Memorial Square – 10 November 2019
- **Remembrance Armistice Day service** at Memorial Square – 11 November 2019
- **Marlborough Square events** (throughout the year) – event planning is currently underway, updates will be reported at future meetings

## 3.0 CHRISTMAS LIGHTS

3.1 The Christmas lights are scheduled for installation with our contractor Field and Lawn for ‘switch on’ at Christmas in Coalville on 24 November 2018.

3.2 Members at the meeting on 19 June 2018 requested that the following be investigated and reported to working party:

3.2.1 Who installed Christmas tree brackets above each of the units on High Street and who was responsible for them if they needed replacing?

Coalville Chamber of Trade coordinated the Christmas tree bracket initiative in partnership with individual businesses. The cost of the brackets and installation was paid for by each business that wished to participate. The brackets were the property of the individual business and therefore their responsibility (maintenance, repair and replacement). It is believed that the brackets were first installed around 1985, however over the years it is highly likely that the brackets have been replaced, there is no record of which are original and which may have been replaced. It should be noted that over the years brackets have been removed and some properties no longer have a bracket present (we have done a visual inspection and have recorded the information).

It is understood that at one time the scheme was supported by Coalville Special Expenses, with budget allocated to cover the cost of the purchase of trees for those businesses who wished to participate in the scheme. The individual business was responsible for the installation of the tree and the lights and for providing power to the lights from their own power feed (a variety of contractors have provided this service over the years, presently David Walker).

3.2.2 An assessment of the Christmas tree brackets to ascertain if they are still fit for purpose

Property Services have been engaged and costings have been received for the following options:

Option one – to structurally test the 90 brackets that remain on properties in Coalville town centre

Budget price: £3995.00

Option two - to remove and replace existing brackets and dispose (90 number allowed) and to supply and fit brackets (90 number allowed)

Budget price: £2,250 to £5500.00 (dependent on the specification of the bracket and contractor chosen)

3.2.3 A costing to provide and install Christmas trees and lights (90 number allowed) in the town centre in wall mounted brackets (power to be supplied by individual businesses):

Budget price: £3,600 to £4,500

3.2.4 A costing to run lights along the buildings where the tree brackets were to match the other side of High Street rather than Christmas trees

A budget price has been provided by Field and Lawn (current Christmas Lights contractor):

Lights purchase at £2,000 to £3,800 (dependent on meterage)

Install, removal per year £3,200

One off infrastructure (fixings to stonework, cabling etc.) £500

Total cost year one £5,700 to £7,500

Total cost year two £3,200

#### **4.0 COALVILLE MAY FAIR 2019**

- 4.1 At the meeting on 19 June 2018, it was moved by the Chairman and seconded by Councillor P Purver that officers consult with emergency services regarding the feasibility of closing High Street. It was agreed.
- 4.2 Officers instructed Traffix Ltd (total traffic and event management solutions) to undertake on site assessments with representatives of the district council, followed by a table top assessment to highlight the issues presented and identify the best options to accommodate a fun fair in the centre of Coalville.

A copy of the assessment is detailed in Appendix two. The assessment identifies that by installing road closures at the below junctions, we gain the largest space available with the least disruption to businesses and traffic flow:

- Belvoir Road jnc Marlborough Square
- Jackson Street jnc Owen Street
- Jackson Street jnc Margaret Street

The report by Traffix gives a basic assessment of opportunities and issues. Traffix can be commissioned to produce detailed designs showing the widths, routes and closures for each of these roads. This work would incur a fee due to the amount of time it would take to produce detailed designs of each location and additional costs for the diversion route mapping. A budget price for this work is £400.

#### **5.0 COALVILLE COMMEMORATIVES**

- 5.1 WWI Commemorative Artwork at Memorial Square

Work on this initiative is progressing well and the planning application was approved on 10 July 2018.

A site meeting on Tuesday 4 September was attended by councillors and members of Coalville Heritage Society. The artwork is progressing well and those that viewed the artwork were impressed with the work to date.

The artwork is scheduled for installation w/c 22 October, with the unveiling planned for Saturday 27 October, as part of the launch of the Poppy Appeal launch which will be hosted by the Chairman of RBL (Whitwick branch) and Chairman of the district council, the event is open to all to attend and formal invitations have been issued

- 5.2 Memorial Square works – work is progressing well, with the current work schedule concluded on 28 September and the scaffolding removed in early October. Works will recommence after 11 November as there remains five/six weeks of work to the base of the clock tower and foundations. The site facilities and heras fencing will be reinstated week commencing 12 November.

The wreaths will be laid at the base of the clock tower at the Remembrance Service, when the work recommences the wreaths will be removed from the war memorial and temporarily placed on two trellis frames in the Memorial garden (next to the clock tower) and then returned to the base of the memorial on completion of works.

Coalville Events poster and other event posters – September to November 2018



**CHOOSE COALVILLE**

**COALVILLE EVENTS**  
SEPTEMBER - NOVEMBER 2018

TUESDAY 11 SEPTEMBER 10AM - 3PM  
**SLIPPER EXCHANGE** COALVILLE LIBRARY  
BRING YOUR OLD SLIPPERS AND SWAP THEM FOR A FREE, SAFER PAIR TO HELP YOU FEEL STEADIER ON YOUR FEET. REFRESHMENTS AVAILABLE.

SUNDAY 16 SEPTEMBER | COALVILLE PARK  
**COALVILLE COLOUR RUN**

FIVE STAR THEATRE PRESENTS  
**THE WIZARD OF OZ** THURSDAY 18, FRIDAY 19, SATURDAY 20TH OCTOBER  
CENTURY THEATRE

**SPOOKTASTIC**

SATURDAY 27 OCTOBER 10AM - 2PM | COALVILLE MARKET | FREE ACTIVITIES FOR CHILDREN

**BELVOIR'S SPOOKTASTIC SCARE**  
SATURDAY 27 OCTOBER 12 NOON - 2PM | BELVOIR SHOPPING CENTRE

**MAY THE TOYS BE WITH YOU**  
ONE OF THE UK'S FINEST COLLECTIONS OF VINTAGE STAR WARS TOYS IS COMING HOME TO COALVILLE - A MUST SEE EXHIBITION!  
FRIDAY 2 - SATURDAY 10 NOVEMBER 10.30AM - 4.30PM | HEARTWOOD CONFERRING CENTRE, COALVILLE, LE67 3NR

HERMITAGE FM  
**ITALIAN CHARITY NIGHT** MONDAY 12 NOVEMBER 7.30PM  
LA TORRE, COALVILLE  
FOOD AND DRINK | FAMILY ENTERTAINMENT | CHRISTMAS LIGHTS SWITCH ON!

**CHRISTMAS IN COALVILLE**  
SATURDAY 24 NOVEMBER | 10AM - 5PM BELVOIR CENTRE / MEMORIAL SQUARE AND NEEDHAM'S WALK CAR PARK (EVENT FINALE)

For more info visit [www.choosecoalville.co.uk](http://www.choosecoalville.co.uk) | [ChooseCoalville](#) | [ChooseCoalville](#)



**MAY THE TOYS BE WITH YOU**

ONE OF THE UK'S FINEST COLLECTIONS OF VINTAGE STAR WARS TOYS IS COMING HOME TO COALVILLE. A MUST SEE EXHIBITION!

BRINGING THE TOYS HOME: HOSTED BY THE FORMER PALLITORY FACTORY WHERE THEY WERE MADE

**FRIDAY 2 - SATURDAY 10 NOVEMBER**  
10.30AM - 4.30PM

HEARTWOOD CONFERRING CENTRE, JACKSON STREET, COALVILLE, LE67 3NR  
For more information visit [www.choosecoalville.co.uk](http://www.choosecoalville.co.uk)

North West Leicestershire District Council | CHS Coalville Heritage Society | CHOOSE COALVILLE



**CHOOSE COALVILLE**

**COALVILLE REMEMBERS**

**EXHIBITION: COMMEMORATION IN COALVILLE**  
THURSDAY 13 SEPTEMBER, 9.30AM - 4PM | CHRIST CHURCH, LONDON ROAD, COALVILLE  
FRIDAY 14 SEPTEMBER, 9AM - 12 NOON | EBENEZER BAPTIST CHURCH, ASHBY ROAD, COALVILLE  
AN EXHIBITION EXPLORING HOW THE FIRST WORLD WAR WAS COMMEMORATED IN THE COALVILLE URBAN AREA. PART OF THE CLOCK TOWER PROJECT SUPPORTED BY THE HERITAGE LOTTERY FUND.  
FOR MORE INFORMATION VISIT [WWW.CHOOSECOALVILLE.CO.UK/COALVILLE-CLOCK-TOWER-PROJECT](http://WWW.CHOOSECOALVILLE.CO.UK/COALVILLE-CLOCK-TOWER-PROJECT)

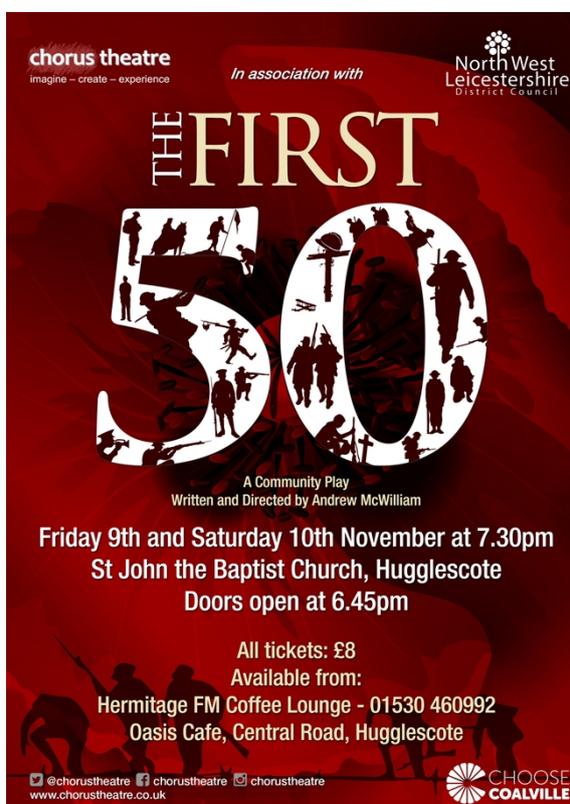
**LAUNCH OF THE POPPY APPEAL AND UNVEILING OF THE WORLD WAR ONE COMMEMORATIVE ARTWORK**  
SATURDAY 27 OCTOBER, 11.30AM | MEMORIAL SQUARE, COALVILLE

**MEMORIAL RUGBY MATCH**  
TO HONOUR AND REMEMBER OUR FALLEN HEROES IN THE 100TH YEAR SINCE THE END OF WORLD WAR ONE  
LEICESTERSHIRE EX-SERVICEMEN V ROYAL SIGNALS  
SUNDAY 4 NOVEMBER, 2.15PM | COALVILLE RUGBY CLUB

**THE FIRST FIFTY - A COMMUNITY PLAY**  
FRIDAY 9 AND SATURDAY 10 NOVEMBER | ST JOHN'S THE BAPTIST CHURCH, HUGGLESCOTE

**COALVILLE REMEMBRANCE PARADE AND SERVICE**  
COMMEMORATING 100 YEARS SINCE THE END OF WORLD WAR ONE  
SUNDAY 11 NOVEMBER | PARADE COMMENCES AT 10.35AM | MEMORIAL SQUARE, COALVILLE  
FOR MORE INFORMATION EMAIL [ANGELA.BEXTON@NWLEICESTERSHIRE.GOV.UK](mailto:ANGELA.BEXTON@NWLEICESTERSHIRE.GOV.UK)

For more info visit [www.choosecoalville.co.uk](http://www.choosecoalville.co.uk) | [www.nwleics.gov.uk](http://www.nwleics.gov.uk) | [ChooseCoalville](#) | [ChooseCoalville](#)



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In association with North West Leicestershire District Council

**THE FIRST 500**

A Community Play  
Written and Directed by Andrew McWilliam

Friday 9th and Saturday 10th November at 7.30pm  
St John the Baptist Church, Hugglescote  
Doors open at 6.45pm

All tickets: £8  
Available from:  
Hermitage FM Coffee Lounge - 01530 460992  
Oasis Cafe, Central Road, Hugglescote

@chorustheatre | chorus theatre | chorus theatre  
[www.chorustheatre.co.uk](http://www.chorustheatre.co.uk)

CHOOSE COALVILLE

## Coalville assessment for street based fair – 1 October 2018

Below are the findings, resulting from site investigation works carried out by Traffix at the request of North West Leicestershire District Council. Derek Vinning carried out on site assessments with representatives of the district council, after which a table top assessment of the streets were undertaken to highlight the issues presented and identify the best options. Below is listed our findings.

### **Marlborough Square:**

This presents the best option from the assessed roadways.

By installing road closures at the below junctions, we gain the largest space available:

1. Belvoir Road jnc Marlborough Square
2. Jackson Street jnc Owen Street
3. Jackson Street jnc Margaret Street

The diversion and closure offers the lowest level of inconvenience to the local shops/businesses and residents. Space is available to ensure emergency access and all roads are 30 miles per hour (mph). When considering the predicted traffic numbers, these roads would have a significantly lower level of displaced traffic to push onto the surrounding network.

These assessments are based on the current road layout. We are aware of the public realm improvements scheduled for Marlborough Square however when undertaking the assessment we did not have access to the plans, therefore our assessment is based on the current road layout. However the new arrangements further supports the use of this area for events and attractions and a large part of the area will already be pedestrianised.

### **Whitwick Road:**

Whitwick Road from its junction of London Road to its junction with Old Station Close, presents the secondary option. However, this would have a significantly reduced size of fair due to the implications of maintaining access to the industrial estate. The diversion route would be relatively simple by utilising the A511 but would have the added implications associated with a higher-speed road.

### **Ashby Road, High Street and Mantle Lane:**

These three roads are considered non-viable due to the low road widths restricting the amount of space available to ensure an emergency access route and the high level of disruption this would present to the local businesses and residents. Due to a low-level bridge on Mantle Lane the diversion would effectively saturate the A511.

We can produce detailed designs showing the widths, routes and closures for each of these roads should you require them. Although this would incur a fee due to the amount of time it would take to produce detailed designs of each location and additional costs for the diversion route mapping.

Kind Regards

Derek Vinning  
Operations Director  
Events Director

Matt Oulton EngTech (MIHE) RegTTME (IHE)  
CAD Technician

