

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Council Chamber, Council Offices, Coalville on TUESDAY, 16 OCTOBER 2018

Present: Councillor J Geary (Chairman)

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

In Attendance: Councillors T Eynon and S Sheahan

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

11. APOLOGIES FOR ABSENCE

No apologies for absence were received.

12. DECLARATIONS OF INTEREST

Councillor J Geary declared a non-pecuniary interest in item 5 – Capital Projects Update as a regular supporter of Coalville Town Football Club 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 M B Wyatt declared a non-pecuniary interest in any reference to Coalville Town Centre as a business owner.

13. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 19 June 2018.

Further to the request for information on the effectiveness of the mobile activated vehicle signage, the Leisure Services Team Manager provided an overview from one of the two machines. He explained that the second machine had broken whilst trying to extract the information and had been returned to the manufacturer. He explained that it was a very laborious task to extract the information from the machine and he encouraged members to consider how they wished to take this forward taking into account the usefulness of the information.

Councillor R Adams asked to be kept informed on progress relating to the return of the machine and requested more information about the manufacturer.

It was moved by Councillor R Adams, seconded by Councillor M Specht and

RESOLVED THAT:

The minutes of the meeting held on 19 June 2018 be approved and signed by the Chairman as a correct record.

14. 2018/19 EVENTS UPDATE

The Cultural Services Team Manager presented the report to members, providing an overview of the events which had taken place and highlighting the one remaining upcoming event in this year.

Chairman's initials

Music and Picnic in the Park

The Cultural Services Team Manager reported that this had been a very successful weekend. The weather was warm and attendance was good despite clashes with other events such as the world cup. Excellent feedback had been received from the community groups involved in the events and from members of the public. She was pleased to report that the money raised by charity groups at the event had increased from the previous year.

Coalville by the Sea

The Cultural Services Team Manager explained that this had been extended to a two day event with funding from the Coalville Project. She reported that the event had been very well supported and was well received by community groups. She added that holding the event on a Saturday had reached a slightly different audience in that whole family units were able to attend.

Members thanked the staff involved and discussed the feedback received.

Christmas in Coalville

The Cultural Services Team Manager highlighted the planned activities focussing on the Belvoir Centre and Market Hall car park as set out in the report. She explained that the social media campaign had been extended in the last few days and the campaign had reached 22,900 people. She added that the social media promotion had been supported by some paid advertising as well as the comprehensive communications plan that would continue in the run up to the event.

The Cultural Services Team Manager advised that she had considered the options for Memorial Square as requested, however having taking advice, the focus of the Christmas in Coalville event would not be on Memorial Square due to the busy nature of the road network and the fact that the site would still be a building site at the time of the event.

Councillor M B Wyatt commented that the reach on social media did not guarantee a high attendance level. He felt that it would be beneficial to include the walkway at Needhams Walk when considering the new Christmas lights contract for 2020.

2019/20 Proposed Events Programme

The Cultural Services Team Manager drew members' attention to the proposed events programme set out in the report. She sought members' views on including a two day event for Coalville by the Sea.

Members confirmed that they wished to continue to support a two day event for Coalville by the Sea.

In response to a question, the Cultural Services Team Manager advised members that the date for the 2019 Christmas in Coalville event could be set now, however she would feel more confident doing so after seeking guidance from traders.

Councillor J Legrys referred to the artwork unveiling taking place on 27 October 2018, and felt that as members of the Working Party had supported the allocation of funding towards this project, they should make every effort to attend.

In response to a question from a member, the Cultural Services Team Manager advised that the scaffolding in Memorial Square had been scheduled for removal at the beginning of the week, however due to the high winds over the weekend, the contractor had been busy securing live sites. Work was complete on the upper levels and the scaffolding was now due to be removed at the weekend.

Christmas Lights

The Cultural Services Team Manager reported her findings following the request of members to investigate the tree brackets.

Councillor M B Wyatt reported that he had contacted the Co-operative store to see if they would be willing to contribute towards the cost of the hanging baskets as part of their Section 106 Agreement. He suggested that the project be put on hold pending the future developments on High Street.

Members had a lengthy discussion on the issues around ownership of the existing brackets and who would be responsible should the brackets deteriorate. Councillor R Adams stated that he would welcome further legal advice on this point.

In response to questions from members, the Cultural Services Team Manager explained that regardless of who had installed the brackets in Ashby de la Zouch, the Town Council had assumed ownership as they utilised them for other purposes and were the main user of the brackets.

It was agreed that the shop landlords be notified of their responsibilities relating to the existing brackets.

Coalville May Fair 2019

The Cultural Services Team Manager outlined her findings following the request of members to investigate the suitability of High Street to accommodate a fun fair. A desk-based assessment had been undertaken by a traffic management company had identified the areas which were more suitable for a road closure and to accommodate large equipment, as detailed at section 4.2 of the report. The suggested areas to avoid holding a fair due to the size of the roads and the inconvenience of closing them were also set out in the report. Members were asked to consider whether they wished to commission the traffic management company to undertake a full traffic management plan at a cost of £400.

Members discussed the potential timings and location of a fair, and were keen to ensure that residents were consulted on any proposals. It was clarified that undertaking the assessment would not guarantee that permission for such a fair would be granted, however the traffic management company would engage with key stakeholders and support what was possible to mitigate some of the issues which might be raised by the emergency services.

Members agreed that a full traffic management plan be commissioned.

Coalville Commemoratives

The Cultural Services Team Manager reported that the artwork was scheduled for installation week commencing 22 October, which comprised the hole being dug and the equipment being installed to lift the 8 tonne stone into place. Work would then be undertaken by the grounds maintenance team to dress the area. The installation would be secured by Heras fencing and shrouded by interpretive panels and tarpaulin for the grand reveal.

In response to questions from members, the Cultural Services Team Manager advised that once the installation was unveiled, it would be on display immediately. She advised members that the delay with removing the scaffolding had eaten into the contingency for the works, however she assured members they would be completed in time for the unveiling.

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

RESOLVED THAT:

Chairman's initials

- a) The progress update on 2018/19 events be noted
- b) The initial proposals for 2019/20 events be noted
- c) The information received in relation to Christmas tree brackets and lighting options be noted
- d) The information received from a traffic management company regarding the suitability of hosting a fun fair in Coalville town centre be noted
- e) The progress on the commemorative artwork for the centenary of the end of WW1 be noted

RECOMMENDED THAT:

- a) Notification be sent to shop landlords outlining their responsibilities in relation to Christmas tree brackets
- b) Further work on the existing brackets be put on hold pending future developments on High Street
- c) A full traffic management plan to further explore the suitability of hosting a fun fair in Coalville town centre be commissioned

15. CAPITAL PROJECTS UPDATE

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

Owen Street Recreation Ground Floodlights

The Leisure Services Team Manager reported that the installation was complete and snagging had been undertaken.

Thringstone Miners Social Centre Training Pitch

The Leisure Services Team Manager reported that no further trustee meetings had taken place since the last meeting of the Working Party. An update would be provided at the next meeting.

Coalville Forest Adventure Park

The Leisure Services Team Manager reported that work had commenced and was due to be completed in the next few weeks.

Melrose Road Play Hub

The Leisure Services Team Manager reported that Legal Services had been instructed to progress the Permissive Footpath Agreement.

Coalville Park

Green Flag Award - The Leisure Services Team Manager reported that the improvement works were now ongoing and he thanked the Bardon Community Fund and Councillor M B Wyatt for their support. 26 people had expressed an interest in getting involved in the community group to support the management of the park. The community group would not be a decision-making entity but would make recommendations to officers and members of the Working Party.

The Leisure Services Team Manager invited members to consider whether they wished to have member representation on the group. He highlighted that the member

Chairman's initials

representative would not have voting rights, however he felt that this could provide a conduit between the group and the Working Party. It was agreed that the relevant ward members should be the appointed representatives on the community group.

The Leisure Services Team Manager reported that a perception survey of Coalville Park had been undertaken and he highlighted the results of this, which would be fed into the community group and utilised to inform the management plan.

The Leisure Services Team Manager advised that he had been approached by the Coalville Education Partnership regarding the management of the community garden and potential funding available. A more robust business case had been requested from the Coalville Education Partnership and further information would be brought to the next meeting of the Working Party.

Councillor J Legrys reported that he had been lobbied by the Coalville Education Partnership about taking over the site and he had expressed his concerns regarding the viability of the trust maintaining it long-term. He commented that public money was being invested into such groups with no return, and the trust relied upon grants which may not be available in future. He added that he would welcome more information from the trust on long term sustainability from the volunteers and how this could integrate with Friends of Coalville Park. He wanted to ensure the investment could be acknowledged in the future. He congratulated staff on achieving the fields in trust status and welcomed working toward the green flag award.

Councillor M Specht stated that he would welcome some provision for people suffering from mental health issues within the service level agreement.

It was agreed that progress updates be reported to the Working Party.

Fields in Trust – The Leisure Services Team Manager reported that Fields in Trust status had now been granted and a photo shoot would be organised once official confirmation had been received.

Lillehammer Drive

The Leisure Services Team Manager reported that the MUGA had now been removed and the area fenced off. Engagement was currently being undertaken with residents on the proposed landscaping. 100 residents had been written to, and 3 responses had been received so far.

The Leisure Services Team Manager advised that the three Section 106 contributions had been received for landscaping, ongoing maintenance and open space, which could be utilised either for further maintenance or another MUGA, or could be used elsewhere with the permission of Barratts. He added that members may want to consider seeking to use some of these monies for the improvements at Coalville park.

In response to questions from members, the Leisure Services Team Manager confirmed receipt of the Section 106 contributions. He advised that the resident consultation would end in the next 2 weeks and the landscaping work would commence imminently, weather permitting. He explained that the equipment had been retained, however he could not confirm its suitability for future use.

London Road Closed Cemetery

The Leisure Services Team Manager reported that work was now ongoing and he thanked Councillor M B Wyatt for his support with the funding application. He explained that the War Graves Commission had confirmed that no funding was available to repair headstones that were not related to war graves, and none of the war graves at the cemetery had been damaged.

Chairman's initials

Councillor M Specht proposed a vote of thanks to Councillor M B Wyatt for securing the funding.

High Street - Hanging Baskets

Members agreed that this item should be deferred.

Councillor J Legrys asked that his request to extend the scheme to other roads in the town centre be noted.

Members discussed the proposal to locate the baskets on lamp columns as opposed to buildings.

It was moved by Councillor M Specht, seconded by Councillor R Adams and

RESOLVED THAT:

- a) The progress update on the 2018/19 Capital Projects be noted.

RECOMMENDED THAT

- a) The High Street – Hanging Baskets project be put on hold.
- b) Councillors J Legrys and J Cotterill be appointed as representatives on the Coalville Park community group as the relevant ward members.

16. COALVILLE SPECIAL EXPENSES FINANCE UPDATE

The Head of Economic Regeneration presented the report to members, highlighting the forecast overspend in period 5 and the reduced contribution to balances of £3,586. He explained that this was primarily as a result of reduced income from Broomleys Cemetery, but nevertheless the items at section 1.2 of the report could still be afforded and all other items were effectively as forecast. He explained that the revenue budget was forecast at £87,000 although some costs had been recently approved which would reduce this slightly. He added that reserves were available as well as £42,000 in balances.

In response to a question from Councillor P Purver, the Leisure Services Team Manager advised that the majority of the funding relating to the Owen Street Recreation Ground floodlight refurbishment had been allocated from the asset protection fund and was not shown in this report.

The Head of Economic Regeneration advised that the Section 106 funding from the Lillehammer Drive development had not been included in this update but would be shown in future reports.

It was moved by Councillor J Legrys, seconded by Councillor D Everitt and

RESOLVED THAT:

The 2018/19 period 5 actuals and forecasted outturn be noted.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.41 pm

Chairman's signature