

Meeting	<b>COALVILLE SPECIAL EXPENSES WORKING PARTY</b>
Time/Day/Date	6.30 pm on Tuesday, 9 July 2013
Location	Board Room, Council Offices, Coalville
Officer to contact	Luke Brewster (01530 454679)

The Monitoring Officer would like to remind members that when they are considering whether the following items are exempt information under the relevant paragraph under part 1 of Schedule 12A of the Local Government Act 1972 they must have regard to the public interest test. This means that members must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available to the public.

## **A G E N D A**

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<b>2. APPOINTMENT OF DEPUTY CHAIRMAN FOR ENSUING YEAR</b>	
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<b>4. DECLARATION OF INTERESTS</b>	
Under the Code of Conduct members are reminded that in declaring disclosable interests you should make clear the nature of that interest and whether it is pecuniary or non-pecuniary.	
<b>5. MINUTES</b>	
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**9. WINTER GRIT BINS UPDATE**

Report of the Head of Community Services

Report  
to be  
presented  
at meeting

**10. DATES OF FUTURE MEETINGS**

Tuesday, 8 October 2013  
Tuesday, 17 December 2013  
Tuesday, 15 April 2014

**Circulation list:**

Councillor R Adams  
Councillor N Clarke  
Councillor P Clayfield  
Councillor D Everitt  
Councillor J Geary  
Councillor R Johnson  
Councillor J Legrys  
Councillor M Specht  
Councillor L Spence  
Councillor M Wyatt

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Board Room, Council Offices, Coalville on TUESDAY, 16TH APRIL, 2013

Present: Councillor N Clarke (Chairman)

Councillors D Everitt, J Geary, R Johnson, M Specht and M B Wyatt.

Officers:- Mrs V Eaton, Mr J Knight, Mr G Lewis and Mr J Richardson.

## **22. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors R Adams, J Legrys and L Spence.

## **23. DECLARATION OF INTERESTS**

Councillor M B Wyatt declared a disclosable pecuniary interest in Item 4 - Capital Projects Update, as a member of Broom Leys Allotment Society, and left the meeting for the consideration of that project, and a disclosable non pecuniary interest in any reference to Coalville and Coalville Town FC, as a business owner in the Town Centre.

Councillors J Geary and R Johnson declared a disclosable non pecuniary interest in Item 4 - Capital Projects Update, as regular supporters of Coalville Town FC.

Except where stated otherwise, the above named Members remained in the meeting.

## **24. MINUTES**

Consideration was given to the minutes of the meeting held on 29 January 2013.

Councillor J Geary wanted it put on record that he thought the minutes of the last meeting were an excellent set of minutes.

RESOLVED THAT:

The minutes of the meeting held on 29 January 2013 be approved.

## **25. CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report to Members.

Coalville Park Improvements

Members were informed that the "Green Gym" had been installed and there had been significant usage of these items in the Park at the weekend. The signage for the 100m, 200m, 400m, long jump and triple jump would be completed within the next couple of weeks.

Scotlands Recreation Ground

Members were advised that the £10,000 allocated to the Scotlands changing pavilion was now earmarked for any significant maintenance works (roof and boilers).

Councillor J Geary asked if the £10,000 would be ring fenced, the Leisure Services Team Manager explained that it would, unless Cabinet decided otherwise, but there was no recommendation for them to do so.

Chairman's initials

## Owen Street Recreation Ground

Members were informed that quotes had been received for the electrical upgrade and if the quote of £1,800 was approved then the works could commence mid season. With regard to the flood lighting a second contractor had visited the site and advised that due to ongoing advancement in floodlighting, specifically around LED lighting, it would not be prudent to work up a scheme at this time and recommended that the scheme be developed closer to the date of requirement in two promotions time. It was therefore proposed that as the changing room development was the immediate need then the underspend on the electrical/floodlighting project be earmarked for this purpose.

## Changing Room Development

Members were informed of the total funding obtained so far for this project.

Following a question from Councillor J Geary, the Leisure Services Team Manager stated that Property Services had engaged a contractor who had started working on the plans.

The Leisure Services Team Manager informed Members that Officers were currently looking at ways to obtain more funding for this project from various sources.

Councillor M B Wyatt suggested that Officers contact the Big Society at Leicestershire County Council, who could help fill in the gap. If you already had some funding then they could give you another 25%, so long as it is towards a Community Project.

The Leisure Services Team Manager thanked Councillor M B Wyatt and said that Officers would explore his suggestion.

## Melrose Road Play Hub, Thringstone

Members were informed that this Project would be completed in the next week or so.

## Cropston Drive BMX Track/Skate/Play facility

Members were informed that consultation had taken place and the preferred scheme included improvements to the BMX Track and a new wheeled sports facility. Officers had been successful in obtaining additional funding to that allocated to this scheme via the 515 scheme. This additional funding would be specifically used on the improvements to the BMX Track and would leave the original funding solely for a new wheeled sports facility. Officers were drawing up an outline scheme for further consultation with Ward Members.

Councillor M B Wyatt advised that Jake Windram wanted to thank Officers for taking up their time, which had been very beneficial.

## Broom Leys Allotments, Greenhill

Having declared an interest in this item Councillor M B Wyatt left the meeting and did not return.

Members were informed that the Broom Leys Allotment Society were currently looking at the option of dividing the full sized plots into half plots. NWLDC were working with the Society with a view to bringing water onto the site.

Chairman's initials

#### Urban Forest Park, Coalville – Play Equipment

Members were informed that the new play equipment had been ordered, but due to the adverse weather conditions installation had been delayed until May 2013.

#### Footway and Drainage Improvements

Members were informed that Officers were currently looking at further play equipment and proposals to improve the links, pathways and drainage on the site. Once these proposals had been drawn up Ward Members would be consulted.

#### Thringstone Miners Social Centre

Members were informed that the Thringstone Miners Social Centre Management Committee were currently looking at the feasibility of reintegrating the former Clover Place play area and surrounding land into the site campus in order to create a training facility. The Management Committee and Officers had been involved in discussions with the County Council so that a proposed scheme of works could be developed.

Councillor D Everitt stated that he was happy that something was going to be done with this site as it was an eyesore at the moment and needed improving.

The Leisure Services Team Manager advised Members that as some of the projects were nearing completion then more Officer time would be spent on the Thringstone Miners Social Centre project.

Councillor J Geary referred to the electrical upgrade at Owen Street Recreation Ground and moved that the quote of £1,800 be agreed. With regard to the changing room development at Scotlands Recreation Ground, he stated that the space in the changing room did not fully adhere to the current league and the suggestion of a new building was a good idea.

Following a question from Councillor J Geary, the Head of Community Services explained that Officers had spoken to Property Services regarding ground source heat pumps and they advised that it would not warrant the capital investment.

The Chairman referred to the Cropston Drive Project and extended his thanks to Officers who had raised an additional £10,000 from 515 funding.

Members were advised that Tim Sporne from the Broom Leys Allotment Society had offered to come along to a future meeting of this Group to update Members.

Councillor J Geary suggested that Mr Sporne be invited to attend the next meeting.

All Members agreed to this request.

RESOLVED THAT:

the Working Party notes the progress on 2012/13 and 2013/14 Capital Projects.

## **26. 2013/14 EVENTS UPDATE**

The Cultural Services Team Manager presented the report to Members and provided an update on each event. He explained that the proposed events had been discussed at

Chairman's initials

previous meetings, as well as at the Events Task and Finish Group on 4 March 2013 and Coalville Town Team plus their representatives.

April 2013

Erection/Dismantling of St Georges Day Flags (14 to 28 April)

The Head of Community Services informed members that the Task and Finish Group had requested that flags be reviewed. Several flags and poles were looking “tired” and worn. £4,000 is an approximate cost for their wholesale replacement. The brackets on some of the poles were also getting to the end of their lives, but these were the responsibility of the premises that they were attached to. The review would be undertaken by the Sub Group and their findings would be brought back to this Group.

Councillor J Geary explained that he had received a number of negative comments regarding the St Georges Day flags, mainly people saying “another waste of money” and “why can’t the money be used for filling potholes”. However, he had recently received one positive comment.

Coalville TWENTY13 (Coalville Park) Sunday, 23 June 2013

Following the success of the Coalville TWENTY12, the Events Task and Finish Group (and partners) had reconvened to support the planning of this community event for a second year. Representative of RAMPZ and Coalville Rotary Club had attended a previous planning meeting.

Coalville Christmas Decorations

The Cultural Services Team Manager advised Members of the additional budget which has been made available for general maintenance, replacement and improvement as the existing lighting stock had not been added to in the last few years. It was proposed that this fund provide some additional decorations for the Clock Tower, new pea lighting outside the Council Offices (opposite the Ford Garage) and a small number (16) of bagatelle decorations for lamp columns around Belvoir Road would be within budget.

Photographic proposals were passed around to Members at the meeting for their views.

Members suggested a combination of alternate red and blue coloured lights.

Following a question from a Member, the Cultural Services Team Manager explained that the Royal British Legion would be consulted on the proposed additional lighting for the Clock Tower.

RESOLVED THAT:

the Working Party notes the progress on 2013/14 events and approve the additional Christmas lighting for 2013.

## **27. COALVILLE SPECIAL EXPENSES – PERIOD 11 FINANCE UPDATE**

The Head of Community Services presented the report to Members and highlighted item 2.1 of the report which referred to the grit bins that Members had proposed to purchase for identified locations within the Special Expense area. He gave a verbal update that any requests for grit bins would not be considered by LCC until the Summer. This would mean that there was still time to collate Members requests and pull this together. All requests for bins had to meet the very strict criteria laid down by the County Council,

Chairman's initials

which was read out to Members. Once the bins were in place it was the responsibility of the Coalville Special Expenses Group to fund any future repairs such as vandalism to the bins.

Following a question from a Member, the Head of Community Services informed him that the bins would hold approximately a tonne of grit.

It was agreed to bring back suggested grit bin locations to the next meeting.

RESOLVED THAT:

The working party notes the Period 11 Financial Position and Forecast Out-turn

Councillor M B Wyatt left the meeting at 6.37pm

The meeting commenced at 6.30pm and closed at 7.06pm

Chairman's signature



## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

### COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2013

Title of report	<b>COALVILLE CAPITAL PROJECTS UPDATE</b>
Contacts	Head of Community Services 01530 454832 <a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a>  Leisure Services Team Manager 01530 454602 <a href="mailto:jason.knight@nwleicestershire.gov.uk">jason.knight@nwleicestershire.gov.uk</a>
Purpose of report	To update members with regards to planned Capital Projects within the Coalville Special Expense Area
Recommendations	<b>IT IS RECOMMENDED THAT MEMBERS NOTE THE PROGRESS ON 2013/14 CAPITAL PROJECTS</b>

#### 1.0 CAPITAL PROJECTS UPDATE

The Coalville Special Expenses Capital Programme update for 2013/14 is as follows;

##### 1.1 **Coalville Park Improvements – £23,000 – \$106**

A Green Gym containing 5 pieces of equipment and 10 activities has now been installed with extremely favourable feedback from users. Signage for a 400m jogging circuit with 100m markings and the long jump and triple jump world records will be installed during the summer. Costings and designs are being sourced for a new style of floor fixed digimatic markings which, if considered suitable, will be used.

##### 1.2 **Owen Street Recreation Ground – Electricity Upgrade – £25,000**

The order for a new distribution board has been placed and installation will take place during July. The contractor, when on site, will also review the existing floodlight configuration and will offer upgrade options for consideration.

##### 1.3 **Changing Room Development – £115,000**

Contact has been made with the Football Foundation to discuss the possibility of funding being secured to build a new changing block despite Coalville Town FC not gaining promotion. Whilst the possibility wasn't dismissed, the Foundation did state that there would need to be a very strong argument for any application to be considered. The Investment Programme Manager has been on annual leave from mid June until early July, and on his return further contact will be made to explain that Owen Street Recreation Ground will become a football hub for CTFC with the addition of 9 junior teams and in order to ensure the sustainability of the club, the changing rooms will need to be developed to meet the new demand. The Foundation will then determine whether or not the application should be formally progressed.

In the meantime, Property Services will continue to develop proposed schemes of work and costings.

At the recent Owen Street Pavilion Management Committee meeting the following decisions were supported/agreed;

- Constitution amended to reflect the disbanding of Snibston Grange Cricket Club
- Proposed use of the former cricket pitch area by NWLDC for junior football through Coalville Town FC was supported
- Officers to develop a proposal for future whole site management and liaison arrangements with Coalville Town FC and NWLDC

1.4 **Thringstone Miners Social Centre – £6,000**

Thringstone Miners Social Centre Management Committee have formally agreed that they would like to develop the former Clover Place play area into a grassed training facility. NWLDC Planning section have confirmed that planning permission will not be required as this would not represent a material change of use, unless any new fencing over 2m in height is proposed. Discussions are continuing with Leicestershire County Council, facilitated by NWLDC, over potential footpath diversions and the movement of a street light, and once agreement has been reached a scheme of works will be developed.

1.5 **Melrose Road Play Hub, Thringstone – £30,000**

This project has now been completed and feedback has been extremely positive.

1.6 **Cropston Drive BMX Track/Skate/Play facility – £42,500 (£25,000 S106, £7,500 CSE, £10,000 515)**

£32,500 is committed to a new wheeled sports facility, and £10,000 to improvements to the BMX track. Proposals and quotes are being obtained from 3 contractors and further consultation will take place with Ward Members and residents during July and August to determine a preferred scheme which can then be procured and installed.

1.7 **Broom Leys Allotments, Greenhill – £10,000**

The style and location of the notice board has been agreed and this will be ordered and in situ in early July. Meetings with the Allotment Society and Severn Trent have been arranged for July in order to confirm locations for the new water supply. It is envisaged that all work will be completed by the end of September.

1.8 **Urban Forest Park, Coalville – Play Equipment – £39,000 S106**

The new piece of play equipment is in the process of being installed with completion expected in early July.

1.9 **Urban Forest Park, Coalville Footway & Drainage Improvements – £30,000 S106**

A contractor has been engaged to consider in partnership what improvements could be made to improve links to the site, improve pathways throughout the site, and improve drainage. Once proposals have been developed, consultation will take place with Ward Members and a scheme of works will be agreed and procured. It is anticipated that consultation will take place towards the end of summer.

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

### COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2013

Title of report	<b>COALVILLE EVENTS PROGRAMME UPDATE 2013/14</b>
Contacts	Head of Community Services 01530 454832 <a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a>  Cultural Services Team Manager 01530 454601 <a href="mailto:goff.lewis@nwleicestershire.gov.uk">goff.lewis@nwleicestershire.gov.uk</a>
Purpose of report	To update members with regards to 2013/14 events funded within the Coalville Special Expense Area.
Recommendations	<b>IT IS RECOMMENDED THAT MEMBERS NOTE THE PROGRESS ON 2013/14 EVENTS</b>

#### 1.0 2013/14 PROPOSED EVENT PROGRAMME FOR COALVILLE

- 1.1 The following events (some have now been delivered) are planned for 2013/14. These proposals have been informed by discussions at previous Coalville Specials Meetings (including Events Task & Finish Group) and meetings with the Coalville Town Team and their representatives.

##### **April 2013**

##### **Erection/Dismantling of St George's Day Flags**

St George's Day Flags were displayed throughout the Town during the period between 14 to 28 April. The Events Task and Finish Group would like the putting up of flags to be reviewed following 2013 Project.

**Delivered within £800 budget**

##### **June 2013**

##### **Coalville Twenty13 (Coalville Park)**

The Coalville TWENTY13 community event for residents and voluntary organisations took place in Coalville Park on Sunday, 23 June.

The Coalville Specials Task & Finish Events Group (and partners) has once again delivered a successful event despite the bad weather.

All attendees enjoyed the Live Music performed by talented Bands, Arts and Crafts, Sports Games and Morris Dancing, Circus Show, Walkabout Entertainers, Skate Park activities and putting together a Mosaic to celebrate 40 years of public services provided by NWLDC.

To date we have received compliments and thanks from a number of stall holders (who have raised funding for their charity) Stephenson College, Hermitage FM, Coalville Rotary Club and Friends of Thringstone for the event organisation and quality of the event.

**Delivered within £15,200 budget**

On the previous day (Saturday, 22 June) the **Coalville Comes Alive Street Entertainers Festival** animated Coalville Belvoir Shopping Centre and brought quality entertainment to the Town.

Highlights of the day included performances from Shandy South, Bambolina and Dodo, Edmond Tahl and the Lovely Labourers plus live music from Roberta de Francia.

This event was lead by Mantle Arts and supported by NWLDC, which in turn levered in £10,000 from Awards for All. (The overall event cost £13,000)

**Coalville MotorFest** (organised by Coalville Town Team) is at the time of writing, planned to take place on Saturday 29 June 2013.

### **August 2013**

#### **Coalville by the Sea Family Event**

Following discussions with Belvoir Shopping Centre owners it is proposed to move the location to the Needham Walk grassed area with the title 'Coalville ByThe Sea'. Previous themed events held in the town have been extremely popular and attract a Family audience.

The event is proposed to include games, arts and crafts, puppet shows, music, sand, deckchairs, Hermitage FM and poetic whale and is proposed to take place on Friday, 9 August.

**Budget £1,000**

### **September 2013**

#### **Taste of Coalville (Annual Food & Drink Festival)**

Previous discussions at the Coalville Specials Task and Finish group, agreed that Coalville Market does not work as a venue so other options should be explored. Leicestershire Food Fortnight is 21 September to 6 October 2013. The group recommended that we promote our local Food and Drink Businesses offer through Promotions, Advertising, Special Offers/Discounts, Demonstrations, Guest Stalls and Entertainment. Our Tourist Information will lead on this promotion and report back.

**Budget £1,000**

### **December 2013**

#### **Christmas Switch On Event**

Feedback (Positive and Negative) from the 2012 event has been noted with a view to improve the 2013 Christmas in Coalville Event.

The Coalville Event will take place on Saturday 30 November (the same date as Christmas in Ashby) which would mean Free Car Parking for Coalville & Ashby shoppers starts from this date (as both towns benefit from Free Car Parking from the first switch on event and then on Saturdays throughout December).

**Budget £10,000 (General Fund)**

## **1.2 Coalville Christmas Decorations**

The annual contract with Turnock costs £10,690 which includes testing, repairs, storage, erection/removal of current Christmas decorations.

An additional £6,240 funded from Reserves was agreed by Cabinet in November 2012 which paid for the new replacement pea/festoon lighting in High Street (Coalville Library area). This replacement lighting scheme was well received by Businesses and Residents.

An additional allocation of £7,810 has been included in the revenue budget for 2013/14 for general maintenance/replacement/improvement as the existing lighting stock has not been added too or refreshed in the last few years and will soon start to suffer from wear and tear.

At the Coalville Specials meeting on 16 April 2013, it was agreed that these funds will provide some additional decorations for the Clock Tower, new festoon lighting outside the Council Offices (opposite Ford Garage), and a small number of decorations for lamp columns around Belvoir Road (16 Bagatelles all the same fitted with new colour scheme, red and white to give contrast against the blue and white, creating a combination that works).



**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**COALVILLE SPECIAL EXPENSES WORKING PARTY – 9 JULY 2013**

Title of report	<b>FINANCIAL UPDATE - 2012/13 OUTTURN</b>
Contacts	Head of Community Services 01530 454832 <a href="mailto:john.richardson@nwleicestershire.gov.uk">john.richardson@nwleicestershire.gov.uk</a>  Senior Accountant 01530 454708 <a href="mailto:pete.simpson@nwleicestershire.gov.uk">pete.simpson@nwleicestershire.gov.uk</a>
Purpose of report	To inform members of the financial 2012/13 outturn report
Recommendations	<b>IT IS RECOMMENDED THAT MEMBERS NOTE THE REPORT</b>

**1.0 2012/13 OUTTURN REPORT**

1.1 Please see the budget position and associated notes at Appendix 1

**2.0 2013/14 PERIOD 3 UPDATE**

2.1 Members to note that the period 3 report is not yet available. The latest budget position report will be presented at the next meeting.

2.2 However, there are no significant financial variances to report at this time.

**COALVILLE SPECIAL EXPENSES - FINAL OUTTURN 2012/13**

	2012/13	
	ORIGINAL ESTIMATE	FINAL OUTTURN
	£	£
Parks, Recreation Grounds & Open Spaces	242,700	238,989
Broomley's Cemetery	26,760	26,593
C/V War Memorials/Hanging Baskets/Grass Verge Cutting	19,730	21,733
One Off Grants	3,000	2,725
Christmas Lights & Decorations	10,690	17,093
Coalville Events	23,780	19,895
<b>TOTAL SPECIAL EXPENSES (Net Cost Of Service)</b>	<b>326,660</b>	<b>327,028</b>
Service Management recharges	83,270	80,262
<b>ANNUAL RECURRING EXPENDITURE</b>	<b>409,930</b>	<b>407,290</b>
<b>FUNDED BY:</b>		
Use of Reserves	2,449	(191)
Precept	407,481	407,481
	<b>409,930</b>	<b>407,290</b>
BALANCES 1st APRIL 2012	51,848	51,848
CONTRIBUTION: (FROM RESERVE)/TO RESERVE	(2,449)	6,431
PURCHASE OF CHRISTMAS LIGHTS (as agreed by Cabinet Nov 2012)	0	(6,240)
<b>BALANCES 31st MARCH 2013</b>	<b>49,399</b>	<b>52,039</b>

2012/13

- The final outturn figures show a small surplus of £191, which means the Coalville Special expenses have balances at the year end of £52,039.

The main variances are:

- Parks & Rec grounds - reduction in pitch letting income £1.6k, offset by reduced utility charges -£3k & grounds wardens salary/overtime -£1.8k.
- Broomleys Cemetery - reduction in burial & monument income £4.7k offset by reduced asset protection expenditure -£4.8k.
- C/V War Memorials/Hanging Baskets/Grass Verge Cutting - increase in general repairs +£1.7k.
- Christmas Decorations - purchase of new Christmas lights £6.2k as agreed by Cabinet Nov 2012.
- Coalville Events - reduced event expenditure -£2.8k & external income contributions £1k.
- Service Management - reduced recharges -£3k.