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Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

**Bill Cullen** MBA (ISM), BA(Hons) MRTPI  
**Chief Executive**

Date: 20 June 2017

**To: Members of the Executive**

Mr MA Hall (Chairman)  
Mr K Morrell (Vice-Chairman)  
Mr CW Boothby  
Mrs MA Cook

Mr C Ladkin  
Mr M Nickerson  
Mr SL Rooney  
Mrs MJ Surtees

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **EXECUTIVE** in the De Montfort Suite - Hub on **WEDNESDAY, 28 JUNE 2017 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen  
Democratic Services Officer

**A G E N D A**

1. APOLOGIES

2. MINUTES (Pages 1 - 2)

To confirm the minutes of the meeting held on 26 April 2017.

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. DECLARATIONS OF INTEREST

To receive verbally from Members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. QUESTIONS

To hear any questions in accordance with Council Procedure Rule 10.

6. ISSUES ARISING FROM OVERVIEW & SCRUTINY

(If any)

7. PARISH & COMMUNITY INITIATIVE FUND - REQUEST FOR ADDITIONAL FUNDING 2017/18 (Pages 3 - 16)

To request an increase in the Parish and Community Initiative Fund 2017/18 by £38,013.

8. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

9. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 10 of Schedule 12A of the 1972 Act.

10. DRY RECYCLING COLLECTION SERVICE (Pages 17 - 70)

To recommend changes to the kerb side collection system for dry recyclable materials and that dry recycling collections be delivered by HBBC's Street Scene Services from 1 April 2018.

A minute extract from the meeting of the Scrutiny Commission on 11 of May 2017 is attached.

## HINCKLEY AND BOSWORTH BOROUGH COUNCIL

### EXECUTIVE

26 APRIL 2017 AT 6.30 PM

PRESENT: Mr MA Hall - Chairman  
Mr K Morrell – Vice-Chairman  
Mr M Nickerson, Mr SL Rooney and Mrs MJ Surtees

Members in attendance: Councillor Mrs MA Cook

Officers in attendance: Bill Cullen, Rebecca Owen and Ashley Wilson

#### 461 APOLOGIES

Apologies for absence were submitted on behalf of Councillors Boothby, Ladkin and Wright.

Apologies were also received from Julie Kenny, Director (Corporate Services); Rob Parkinson, Director (Environment & Planning); and Sharon Stacey (Director, Community Services).

#### 462 MINUTES

It was moved by Councillor Surtees, seconded by Councillor Morrell and

RESOLVED – the minutes of the meeting held on 21 December 2016 be confirmed and signed by the Leader.

#### 463 DECLARATIONS OF INTEREST

No interests were declared at this stage.

#### 464 COUNCIL TAX, NNDR AND OVERPAID HOUSING BENEFIT WRITE-OFFS

The Executive received a report seeking to write off debts over £10,000 in respect of outstanding business rates. It was noted that extensive attempts were made to recover debts prior to being written off and that, whilst being written off for accounting purposes, recovery would still be pursued.

Members asked whether the level of debt being written off had been increasing year on year and it was agreed that this would be investigated. Information was also requested on past trends in relation to write offs and it was agreed that this would be reported in future.

In relation to business rates, it was noted that whilst there was debt to be written off, there had been a positive amount of growth in business rates in Hinckley & Bosworth at a time when some other authorities had seen little growth.

It was moved by Councillor Hall, seconded by Councillor Surtees and

RESOLVED – the write-offs listed in the report be approved and amounts written off under delegated authority be noted.

(The Meeting closed at 6.47 pm)

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CHAIRMAN



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

## FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

EXECUTIVE

28 June 2017

WARDS AFFECTED: ALL PARISH WARDS

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## PARISH AND COMMUNITY INITIATIVE FUND – REQUEST FOR ADDITIONAL FUNDING 2017/2018

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### Report of Director of (Environment and Planning)

#### 1. PURPOSE OF REPORT

- 1.1 To request Executive agrees to an increase in the Parish and Community Initiative Fund 2017/18 by £38,013.

#### 2. RECOMMENDATION

- 2.1 That Executive agrees the additional funding of the 13 schemes outlined in 3.4.
- 2.2 That Executive agrees the utilisation of £38,013 from the Developing Communities fund to fund these Parish and Community Initiative schemes.

#### 3. BACKGROUND TO THE REPORT

- 3.1 Since 2005 the Parish Community Initiative Fund has distributed over £1,016,000 towards 261 local parishes or community projects.
- 3.2 For 2017/18 55 applications have been received requesting a total of £239,445.
- 3.3 Grants totalling £125,000 for 28 projects have been agreed by Senior Leadership Team in line with the schemes conditions.
- 3.4 The assessment panel felt the following 17 projects met the criteria of the fund sufficiently to be considered for funding of £38,013 if further funds were made available. These projects remain within the £12,000 per parish limit and have scored slightly lower than those already awarded the £125,000 against the scoring criteria. Applications are set out in alphabetical order by parish and parish name is given in brackets.

- 1 Speed Activation Signs – Bagworth and Thornton Parish Council (Bagworth and Thornton)

Outline: The installation of 2 x speed activation signs at Station Road, Bagworth and Main Street, Thornton. £5,370

- 2 Roundhouse refurbishments – Barlestone Parish Council (Barlestone)  
Outline: The installation of seating and new planters in the area known as the Roundhouse in the centre of Barlestone. £1,899
- 3 Church Hall renovations and exhibition boards – Cadeby Parish Council (Cadeby)  
Outline: Improvements to the interior of the Church Hall including decorating and the installation of storage cupboards and the supply of exhibition boards for interpreting the story of Cadeby. £2,000
- 4 Kiosk Refurbishment Project – Carlton Parish Council (Carlton)  
Outline: Refurbishment of former telephone box used to house leaflet rack, noticeboard and community defibrillator. £324
- 5 Cemetery Hedgelaying Project – Carlton Parish Council (Carlton)  
Outline: Laying of a hedge at Carlton Parish Cemetery to improve security and to benefit wildlife. £108
- 6 Carlton Oaks Project – Carlton Parish Council (Carlton)  
Outline: The planting of 5 x native Oak trees in prominent locations within the village of Carlton. £297
- 7 Desford in Bloom – Desford in Bloom (Desford)  
Outline: The provision of hanging baskets, tools and water butts, to assist with the Desford in Bloom initiative. £1,469
- 8 Redecoration of Vestry – Desford Free Church (Desford)  
Outline: The redecoration of rooms including painting and new curtains to improve the facility for community use. £1,302
- 9 Facility Improvements – Rainbows Baby and Toddler Group (Desford)  
Outline: The provision of new floor mats, tough trays and storage boxes at St. Martin's Church Centre in Desford, for use by the Rainbows Baby and Toddler Group. £311
- 10 Earl Shilton in Bloom – Earl Shilton in Bloom Volunteers group (Earl Shilton)  
Outline: The provision of hanging baskets, irrigation system and tools to assist with the Earl Shilton in Bloom initiative. £2,082
- 11 Archaeological Dig in Market Bosworth – Market Bosworth Society (Market Bosworth)  
Outline: A community archaeological dig to take place at a number of sites within Market Bosworth, to help discover the very early history of the settlement. £9,210
- 12 Peckleton Public Seating – Peckleton Parish Council (Peckleton)  
Outline: To provide community seating at Kirkby Mallory recreation ground and Kirkby Mallory Village Centre. £731
- 13 All Saints Church Sound System – Sheepy District Church Council (Sheepy)  
Outline: The installation of a sound system to the church building to improve the acoustics and for the benefit of the hard of hearing. £1,049. **This is additional funding applied for, for this scheme.**

- 14 Renovation of Frontage – Without Walls Christian Fellowship (Stanton-under-Bardon)  
Outline: Repairs and reinstatement of render to the front of the building, and repaint. £1,635
  - 15 Renovation of Social Area in Church – St Margaret’s Parochial Church Council (Stoke Golding)  
Outline: The renovation of the area to the back of the church to provide a more welcoming community space, to include new carpeting, storage cupboards and the re-routing of the water supply to the outside tap. £2,506
  - 16 New Equipment at Village Hall – Norton Juxta Twycross Village Institute Committee (Twycross)  
Outline: Tables and signs to assist with fund raising events to raise money to help run the village Hall. £700
  - 17 Kennel Lane Footpath – Witherley Parish Council (Witherley)  
Outline: The creation of a section of footpath, within grass area, to improve safety along Kennel Lane in Witherley. £7,020
- 3.5 These additional schemes can be funded from the Developing Communities Fund. The expressions of interest submitted for the Developing Communities Fund indicate that £1,330,225 of the £1,400,000 fund is likely to be awarded. This potentially leaves £69,775 uncommitted.
4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES
- 4.1 This report will be taken in open session.
5. FINANCIAL IMPLICATIONS [CS]
- 2017/18 Schemes
- 5.1 For 2017/18, within the existing capital programme there is £125,000 set aside for the schemes outlined in 3.3.
- 5.2 Currently no budget has been allocated for the additional schemes totalling £38,013 outlined within 3.4. Therefore, for these schemes a supplementary growth bid will require approval by Council. The total cost of financing £38,013 is estimated to be £2,630 per year for 25 years (£1,110 interest and £1,520 principal/ MRP).
6. LEGAL IMPLICATIONS [AR]
- 6.1 The Council has a wide power within section 2 of the Local Government Act 2000. This is known as the ‘well being power’ and seeks to promote or improve the economic, social, and environmental well being of the Council’s area. The statutory power includes providing financial assistance to achieve this purpose.
- 6.2 In addition to the ‘well being power’ the Council is also able to utilise the General Power of Competence under the Localism Act 2011. This represents a more recent statutory power and further strengthens the ability of the Council to provide financial assistance as set out within this report.
7. CORPORATE PLAN IMPLICATIONS

7.1 The Parish & Community Initiative fund supports parishes and community groups to achieve the following aims and objectives of the Corporate Performance Plan:

- Creating a vibrant place to work and live
- Empowering Communities
- Providing value for money and pro-active services

## 8. CONSULTATION

8.1 Scrutiny Commission is consulted as part of the decision to agree grant applications.

8.2 Parish Councils and other applicants have previously been consulted on this funding scheme.

## 9. RISK IMPLICATIONS

9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
The projects rely on third party delivery and there is therefore a risk that some of the projects may not be delivered	Only projects that are likely to be completed in the following 12 months are recommended for funding	Paul Scragg
Certain projects have conditions attached.	Applicants are required to meet condition, before final grant is awarded.	Paul Scragg
Misuse of funds	Funding for projects is only released once scheme is completed and evidence of completion and payment of the works is received.	Paul Scragg
Oversubscription for the developing communities fund	Allocation of grants by assessment panel to remain within revised budget for the DCF.	Caroline Roffey

## 10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 All grants are awarded to the rural areas, and parish council support is sought for each application.

10.2 Equalities issues are considered as part of the assessment process.



## 11. CORPORATE IMPLICATIONS

11.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications
- Data Protection implications
- Voluntary Sector

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Background papers:

Contact Officer: Paul Scragg - Senior Green Space Officer x5983

Executive Member: Cllr K Morrell – Executive Member for Rural Issues

## Appendix 1

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2	Recommend funding 3	Reject
Speed Activation Signs	<b>Bagworth &amp; Thornton</b>	£5,369.40	£8,949.00	£5,370.00	SC/IP	53	57	55	Needs LCC Permission		5370		
Roundhouse Refurbishment	<b>Barlestone</b>	£2,664.32	£4,440.54	£4,440.50	JL/PS	50	49	49.5	Need LCC permission - lowest quote used to calculate grant award.		1899		
Bosworth Road Park Repairs & Disability Access	<b>Barlestone</b>	£3,054.00	£5,090.00	£5,496.00	JL/SC	65	58	61.5	lowest quote used to calculate grant award, awaiting borough councillor support	2651			
Dovecote Park Play Area - Wet Pour Flooring	<b>Barwell</b>	£10,926.00	£18,210.00	£9,105.00	IP/PS	69	69	69		6803		2302	
Cemetery Chapel Replacement Barge Boards	<b>Barwell</b>	£3,825.00	£6,375.00	£3,187.00	IP/PS	42	45	43.5				3187	
Barwell park - New Footpath (Tweed River)	<b>Barwell</b>	£1,782.00	£2,970.00	£1,485.00	IP/PS	64	66	65				1485	
Barwell Park - New BMX Track	<b>Barwell</b>	£1,830.00	£3,050.00	£1,525.00	IP/PS	61	65	63				1525	
Office Refurbishment Ceiling and Lights	<b>Barwell</b>	£1,483.20	£2,472.00	£1,236.34	IP/PS	59	56	57.5	Overlap with DCF Grant				1236

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Public Toilets - Floor refurbishment	<b>Barwell</b>	£1,872.00	£3,120.00	£1,560.00	IP/PS	74	69	71.5		1560			
Radford Park Playground Security Fence	<b>Barwell</b>	£4,365.00	£7,275.00	£3,637.50	IP/PS	80	73	76.5		3637			
Burbage Methodist Church	<b>Burbage</b>	£11,923.27	£19,872.11	£11,923.20	SC/PS	59	61	60				11923	
Burbage Library Renovation	<b>Burbage</b>	£4,057.20	£6,762.00	£4,057.20	SC/JL	60	52	56				4057	
Hinckley Road Pavilion - Refurbishment	<b>Burbage</b>	£17,461.20	£29,102.00	£12,126.00	IP/PS	66	59	62.5	PC has DCF applications. Awaiting 2nd quote potential for work in kind	12000			
The Story of Cadeby	<b>Cadeby</b>	£5,341.20	£8,902.00	£4,451.00	PS/IP	47	48	47.5	Already had £10k in previous applications for Church hall improvements, only parts of application capital		2000		
Carlton Kiosk Refurbishment Project	<b>Carlton</b>	£324.00	£540.00	£324.00	PS/IP	49	49	49	work in kind		324		
Cemetery Hedge Laying Project	<b>Carlton</b>	£108.00	£180.00	£108.00	PS/IP	44	44	44	work in kind		108		

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Carlton Oaks Project	<b>Carlton</b>	£296.91	£494.85	£297.00	PS/IP	50	44	47			297		
Kirby Grange Defibrillator	<b>Desford</b>	£766.80	£1,278.00	£600.00	PS/JL	66	67	66.5	Applicant increased amount applied for after discussion with assessor	767			
Desford in Bloom	<b>Desford</b>	£3,251.32	£5,418.87	£3,251.31	IP/SC	47	45	46	Some elements not capital		1469		
Village Map, Cemetery Notice Board, Bike Racks & Dog Tether	<b>Desford</b>	£2,369.99	£3,949.99	£2,369.40	JL/SC	69	65	67	Lowest quote used to calculate grant award.	2309			
Football Development	<b>Desford</b>	£3,110.10	£5,183.50	£2,968.00	SC/JL	64	58	61	SID has DCF application submitted	2968			
Redecoration of Vestry	<b>Desford</b>	£1,302.00	£2,170.00	£1,302.00	PS/JL	53	53	53			1302		
Facility Improvements	<b>Desford</b>	£311.35	£518.91	£311.35	JL/SC	49	40	44.5			311		
The Desford Tapestry	<b>Desford</b>	£1,200.00	£2,000.00	£1,200.00	PS/IP	59	58	58.5	Only part of the scheme is capital	773			
New Facility - Earl Shilton Scout Group	<b>Earl Shilton</b>	£62,065.80	£103,443.00	£12,000.00	IP/PS			0	Project in infancy. More suited to DCF				<b>12000</b>

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Accessible Minibus	Earl Shilton	£12,600.00	£21,000.00	£12,000.00	SC/JL	54	66	60	Applied for 5k from Blaby DC- likely to get external funding (Carlton Hayes) therefore balance to 12k not recommended	9918			
Earl Shilton In Bloom	Earl Shilton	£2,082.00	£3,470.00	£3,000.00	PS/IP	51	52	51.5	Capital items only funded		2082		
Queen Elizabeth 90th Park Play Equipment	Groby	£6,919.60	£11,532.67	£6,000.00	PS/SC	65	65	65		6000			
King George V Recreation Ground	Higham-on-the-Hill	£3,553.12	£5,921.87	£4,000.00	JL/PS	67	69	68	Dependent on external funding	3553			
Market Bosworth Society	Market Bosworth	£44,051.40	£73,419.00	£12,000.00	PS/IP	52	52	52	Dependent on external funding. Scheme runs over 2 years		9210	2790	
Market Bosworth Memorial Gardens Restoration	Market Bosworth	£2,790.00	£4,650.00	£2,790.00	PS/JL	75	80	77.5	Potential work in kind	2790			
Teach the Community CPR - Additional Defibrillators	Market Bosworth	£4,500.00	£7,500.00	£2,000.00	JL/IP	49	50	49.5				2000	

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Nave & Chancel Gable Repairs	Markfield	£3,480.00	£5,800.00	£2,000.00	IP/SC	58	59	58.5		2000			
Nailstone Village Conservation Project	Nailstone	£5,925.60	£9,876.00	£7,928.95	PS/SC	61	60	60.5	EIP funding heritage name plates so 7928 is eligible amount	5926			
Dragon Lane Recreation Ground toddler Play Equipment	Newbold Verdon	£1,962.00	£3,270.00	£1,962.00	JL/SC	79	82	80.5		1962			
Peckleton Public Seating	Peckleton	£731.73	£1,219.55	£731.73	JL/IP	58	51	54.5	Work in kind for installation		731		
Page 12 Raised Bed Refurbishment - Long Meadow Allotments - <b>Withdrawn</b>	Ratby	£2,772.60	£4,621.00	£2,775.00	JL/SC	72	59	65.5	60% of cheapest quote used to calculate grant award. Work in kind?				
Land & Property Acquisition to meet Current & Long Term Community Needs	Shackerstone	£29,520.00	£49,200.00	£12,000.00	IP/PS	82	88	85	Applied to DCF but likely to be rejected as no housing growth	12000			
Congerstone Sports & Leisure Community Hub	Shackerstone	£138,384.00	£230,640.00	£12,000.00	IP/PS	85	80	82.5	Applied to DCF but likely to be rejected as no housing growth			12000	

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Sibson Church Driveway Lighting	Sheepy	£876.01	£1,460.02	£876.00	JL/SC	69	55	62		876			
Upgrade Path From Glade to Main Road	Sheepy	£4,800.00	£8,000.00	£4,800.00	SC/IP	63	60	61.5	LCC permission required. Work in kind?	4800			
Defibrillators for Sibson, Upton and Pinwall	Sheepy	£1,798.20	£2,997.00	£1,798.00	SC/IP	56	62	59		1798			
All Saints Church Sheepy Magna Sound System	Sheepy	£5,559.46	£9,265.76	£5,559.45	SC/IP	58	60	59	DAC conditions need to be met. Applicant has also applied to DCF.	3477	1049	1033	
Replacement of Tables - Memorial Hall	Sheepy	£1,357.34	£2,262.24	£1,357.00	SC/JL	59	45	52				1357	
Stanton Under Bardon Play Area Scheme	Stanton Under Bardon	£4,294.50	£7,157.50	£4,294.50	SC/JL	79	76	77.5		4294			
Village Hall Procurement fund	Stanton Under Bardon	£160.78	£267.96	£160.77	JL/IP	68	62	65		160			
Renovation of Frontage	Stanton Under Bardon	£1,635.00	£2,725.00	£1,635.00	PS/JL	49	53	51	Low scoring and applicant has had a lot of funding previously		1635		
Stoke Golding Play Area Improvements	Stoke Golding	£5,938.50	£9,897.50	£5,938.50	SC/JL	80	71	75.5		5938			

Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	1 Score	2 Score	Average Score	Assessors comments	Recommend Funding 1	Recommend funding 2		Reject
Renovation of Social Area in Church	<b>Stoke Golding</b>	£3,183.12	£5,305.20	£3,183.12	SC/JL	54	58	56	Cheapest quote used to calculate final grant award. DAC approval may be needed		2506		
Village Hall Extension & Improvements	<b>Sutton Cheney</b>	£14,976.00	£24,960.00	£12,000.00	PS/SC	79	79	79	Land ownership issue?	12000			
Twycross Play Area & Memorial Site	<b>Twycross</b>	£6,900.00	£11,500.00	£6,900.00	IP/PS	72	70	71	Valuation on land needed	6900			
Newton Juxta Twycross Village Hall - New Equipment	<b>Twycross</b>	£708.00	£1,180.00	£700.00	JL/SC	57	44	50.5			700		
Naturespot Parish Pages	<b>Various</b>	£2,160.00	£3,600.00	£2,160.00	SC/JL	68	65	66.5		2160			
Hard/Safety Surfacing of Parking Area/Footpath	<b>Witherley</b>	£4,980.00	£8,300.00	£4,980.00	SC/JL	48	75	61.5	Work in kind. Only 1 quote received	4980			
Kennel Lane Footpath	<b>Witherley</b>	£7,584.60	£12,641.00	£7,585.00	JL/IP	58	58	58	DCF application, work in kind.		7020	565	
		<b>£477,243.62</b>		<b>£239,445.82</b>						<b>£125,000.00</b>	<b>£38,013</b>	<b>£44,224</b>	<b>£13,236.00</b>





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