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Hinckley & Bosworth  
Borough Council

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

Date: 26 October 2021

To: **Members of the Hinckley Area Committee**

Cllr SM Gibbens (Chairman)	Cllr L Hodgkins
Cllr LJ Mullaney (Vice-Chairman)	Cllr KWP Lynch
Cllr DC Bill MBE	Cllr K Nichols
Cllr SL Bray	Cllr MT Mullaney
Cllr DS Cope	Cllr A Pendlebury

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** as a virtual meeting via Zoom on **WEDNESDAY, 3 NOVEMBER 2021** 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 Manager

## HINCKLEY AREA COMMITTEE - 3 NOVEMBER 2021

### A G E N D A

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE PREVIOUS MEETING (Pages 1 - 2)  
To confirm the minutes of the previous meeting.
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 12.
6. SPEEDING INITIATIVE (Pages 3 - 8)  
To inform members of work to tackle speeding in the Hinckley area.
7. UPDATE ON CAPITAL PROJECTS (Pages 9 - 14)  
Update on capital projects including Ashby road Cemetery drainage works, Argents Mead Moat renovation works and tree planting schemes.
8. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

# Agenda Item 2

## HINCKLEY AND BOSWORTH BOROUGH COUNCIL

### HINCKLEY AREA COMMITTEE

18 AUGUST 2021 AT 6.30 PM

PRESENT: Cllr SM Gibbens - Chairman  
Cllr LJ Mullaney – Vice-Chairman  
Cllr DC Bill MBE, Cllr SL Bray, Cllr KWP Lynch, Cllr K Nichols, Cllr MT Mullaney and  
Cllr A Pendlebury

Officers in attendance: Simon D Jones, Rebecca Owen and Ian Pinfold

#### 112 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Cope and Hodgkins.

#### 113 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor Bray, seconded by Councillor Nichols and

RESOLVED – the minutes of the meeting held on 23 September 2020 be confirmed as a correct record.

#### 114 DECLARATIONS OF INTEREST

No interests were declared at this stage.

#### 115 NEIGHBOURHOOD WATCH UPDATE

The Neighbourhood Watch Co-ordinator attended to provide an update on activities since her last report to the committee. The following points were discussed:

- The new Neighbourhood Link initiative
- Speeding and installation of vehicle activated speed signs
- The intention to restart the neighbourhood watch newsletter which had been paused during the pandemic, or to seek space in a local free magazine.

Discussion ensued on funding for additional and replacement vehicle activated signs and for maintenance. Members emphasised the importance of retaining signs in certain locations. It was agreed that further discussion would take place outside of the meeting. It was also agreed that storage for four boxes could be provided at the leisure centre.

The Neighbourhood Watch Co-ordinator was thanked for her hard work in the area.

#### 116 PROMS IN THE PARK

Members received a report which sought funding for the Proms in the Park event which was to be held on 4 September. Following some discussion, it was agreed that the release of fireworks at the end of the evening be reconsidered. Officers were thanked for their work on this.

It was moved by Councillor Bray, seconded by Councillor Bill and

RESOLVED – provision of funding of £11,000 from the special expenses budget to support the delivery of the Proms in the Park event 2021 be endorsed.

117 HOLLYCROFT PARK EVENTS

A member had requested a discussion regarding funding for events in Hollycroft Park as Friends of Hollycroft Park had raised concerns in relation to difficulty in finding bands to play with the funding provided. It was explained that there was a legal agreement between the council and Friends of Hollycroft Park which required the council to pay a set amount per year to the group, who would put on nine events, using the money as appropriate for each event.

Members were reminded that Hollycroft Park was normally funded by the general fund and not the special expenses budget and therefore the discussion was not appropriate at this committee. Members were also minded to suggest that in the current climate of budget reductions, it would be difficult to increase the funding to the group.

(The Meeting closed at 7.22 pm)

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CHAIRMAN



## Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Hinckley Area Committee 3 November 2021

Wards affected: Hinckley Clarendon, Hinckley Trinity, Hinckley De Montfort and Hinckley Castle

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### Speeding Initiative

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Report of Director Community Services

#### **1. Purpose of report**

- 1.1 To inform members of the ongoing partnership work to tackle speeding in the Hinckley area and propose the purchase of additional equipment to enable the work to progress.

#### **2. Recommendation**

- 2.1 That the Committee notes the contents of this report and endorses the work taking place
- 2.2 Approve a supplementary budget of £10,000 from the HAC for purchase of 1 Mobile Vehicle Activated Signs (MVAS) and 22 posts for erecting the signs to enhance the efforts to tackle speeding

#### **3. Background to the report**

- 3.1 Hinckley ward councillors continue to get ongoing complaints from their communities regarding speeding at a number of sites within the ward areas. These complaints relate to both vehicles exceeding the speed limit and vehicles being perceived to be exceeding the speed limit.
- 3.2 Ward Councillors, the community safety team, police and neighbourhood watch have been working together to tackle issues and to engage with communities. Liaison with county council has taken place. A working group to progress work to find solutions to these issues has been established.

### **3.3 MVAS Units**

#### **3.3.1 Basics**

- MVAS units provide the area with an ongoing method of addressing excessive speeding within an area.
- It is suggested that MVAS boxes should be moved regularly between approximately 4 different sites.
- They must be attached to an existing metal lamppost approved by the county council or new poles can be erected by county council at a cost and with their approval.
- MVAS units flash up the speed of an approaching vehicle and record the speed at which the vehicle was travelling. They do not record any other data other than the speed of the oncoming vehicle.
- They are battery operated and so have a life span of around two weeks when installed before being taken down for recharging and the results assessed.
- MVAS units cost approximately £2500 per unit and are available from a number of suppliers
- MVAS units are key in collecting data that can be used to feedback to communities or to push for more sustainable traffic calming measures if the data supports this.

#### **3.3.2 Current set up**

- Currently the ward areas in question have one MVAS unit
- Currently there are 63 lampposts approved for mounting of MVAS units in the ward areas.
- Communication is ongoing with county council to progress 22 new posts to be installed across the area that would enable the MVAS units to be mounted at key hotpot areas identified by the working group

### **3.4 Partnership Work**

- The current MVAS box has been moved to some key locations highlighted by councillors and results assessed
- Feedback on results has been shared with councillors so that they can feedback to local communities
- Results to date have not reached thresholds needed for county to take further action, however there are signs of increased traffic in some areas and there is evidence of speeding vehicles.
- The working group has put together a list of key sites so that a schedule is in place going forward for the MVAS box. This is limited due to the fact that there is only one box which has to be up for 2 weeks in one location then taken down, recharged, results assessed and then remounted elsewhere.
- Going forward it is planned, dependant on risk identified and capacity allowing, to follow the mounting of an MVAS box with an initiative where Neighbourhood Watch, Police and Fire and Rescue do a speed action session in the locality where they can ticket and educate speeding drivers.

### 3.5 Next steps

3.5.1 In order to build on the partnership work and enhance the capacity to capture information on speeding it is proposed to increase the number of MVAS boxes from 1 to 4 with the purchase of 3 additional cameras. Councillor Mullaney and Councillor Bill have agreed to purchase one unit each from the Member Highway funding they receive from the County Council for. Therefore the HAC is being asked to fund one camera. In addition, 24 new posts in key locations are proposed to enable units to be located in key locations around Hinckley. The county council are funding two of these posts and the HAC are asked to fund the remaining 22 at a cost of £250 each.

3.5.2 The breakdown of costs associated with the proposal are:

Proposal	Unit cost	Total cost
22 Posts for erection of MVAS	£250	£5500
MVAS unit, bracket and 2 batteries	£2751.00	£2751.00
Engineer support	£500	£500
Contingency	£1249	£1249
Total cost		£10,000

## 4. Exemptions in accordance with the Access to Information procedure rules

4.1 To be taken in open session.

## 5. Financial implications [AW]

5.1 The £10,000 will be paid from the reserves of the reserves held in the special expenses reserve, therefore there will be no impact on the special expense council tax charge. The Supplementary will be approved by the Section 151 Officer and the Chief Executive and will not need to be approved a Council.

## 6. Legal implications [MR]

6.1 This seems to be the take up of an opportunity supported by the County Council to provide MVASs to address excessive speed in areas of the community

6.2 The agreement of the County Council as the Highway Authority would be needed for such units to be attached to existing metal posts and if no such posts exist it may then be possible for the County Council to install new posts at agreed locations

6.3 The County Council has produced a template memorandum of agreement to give effect to any such proposals

**7. Corporate Plan implications**

7.1 Supports corporate plan priorities of People – helping people to stay healthy, active and protected from harm and Places – creating clean and attractive places to live and work.

**8. Consultation**

8.1 Community information on issues in their areas in terms of speeding.

8.2 Ward Councillor intelligence.

8.3 Neighbourhood Watch Feedback and Intelligence.

8.4 Community Safety Partnership.

**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
None		

**10. Knowing your community – equality and rural implications**

10.1 This project will benefit all residents who have issues with speeding with the ward areas identified.

**11. Climate implications**

11.1 No direct significant impact on climate change

## **12. Corporate implications**

12.1 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: Sharon Stacey/Rachel Burgess  
Executive member: Councillor M Mullaney

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## Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Hinckley Area Committee                      3 November 2021

Wards affected:                                      Hinckley wards

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### **Update on capital projects, Ashby Road Cemetery - Drainage works, Argents Mead Moat – Renovations works & Tree Planting Schemes**

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Report of Director (Environment & Planning)

#### **1. Purpose of report**

- 1.1 To inform and update members on projects to install new drainage at Ashby Road Cemetery, improvements to the moat area at Argents Mead and tree planting schemes for sites within Hinckley.

#### **2. Recommendation**

- 2.1 That members endorse the budget of £25,000 agreed by SLT for the drainage works at Ashby Road Cemetery and note the contents of the report and proposals for progressing these projects.

#### **3. Background to the report**

- 3.1 New drainage Ashby Road Cemetery.  
After very wet weather last winter there were issues with water lying in and around graves in the new cemetery extension. This caused a lot of distress to relatives visiting the graves and commitments were made to carry out appropriate drainage works during this summer to help alleviate this issues for the following Autumn/winter period.

In order to ensure that this section is drained in the best way possible the Green Spaces team have commissioned a consultant (TGMS Cemetery Development) to draw up a drainage scheme specifically for the site. The works will involve clearing and reinstating the French drains (gravel drains) that run around the edges of the burial sections, to install a series of lateral drains in between the rows of the graves from the top of the section to the bottom and carrying out sand slitting (this is putting in a narrow channel filled with gravel and sand) between graves. Unfortunately we cannot do the sand

slitting where we have already put in graves because the machine needed to do with would cause too much damage.

All of the drains are linked to a catch pit at the bottom of the site and to drains which will take the water off site.

All of these measures will help to ensure surface water is able to drain off the site more quickly preventing it from sitting on the surface after heavy rain fall. It is important to remember that the drainage works being carried out will help to prevent waterlogging of the ground between the grave plots but some standing water particularly after heavy rain may still lie directly on top of newly interred graves.

The drainage design has been done for the whole of the cemetery extension area but based on cost estimates for the scheme, a budget of £25,000 has been secured with funding from Hinckley Area Committee reserves (after a report to SLT and agreement from the Council Leader) which has allowed us to carry out works to the sections currently being used for burials ensuring good quality burial land for an estimated 10 – 15 years. Further works using the same design can be carried out in the future when other sections are required and when budgets are available, possibly utilising s106 monies.

### 3.2 Argents Mead Moat

A budget of a £150k was agreed by Council for some major renovations works to the moat area at Argents Mead, after a survey carried out by a specialist company (Aquaserve Ltd) identified a number of issues including the large build up of silt and undercutting of banks which if not dealt with would lead to the further decline of the area in future years.

The moat is within the area of Argents Mead designated as a scheduled monument and as such consent from Historic England is required before any works are able to take place. On-site discussions have taken place with Historic England and the consultants who carried out the survey works to establish an overall plan to renovate the pond which will include desilting works, bank stabilisation work, tree works and the planting of marginal vegetation. Consent for the works has also been applied for and approved by Historic England but with a number of conditions including carrying out further archaeological surveys to establish the significance of any silt deposits before any silt is removed, further specifications and method statements for carrying out all aspects of the works and a written scheme of investigation carried out by an archaeologist prior to each stage of the work.

The next stage of the project is to engage an archaeologist to carry out some survey works on the silt deposits. This will determine to what depth any silt extraction can go to and will allow for consultants to draw up some more concise designs and specifications in order to tender for the works.

It is hoped that the main works can take place over the winter months when the site is less busy and outside of the main breeding season, however this

will be dependent on carrying out the necessary archaeological surveys, drawing up final plans and tendering for the works over the next few months.

### 3.3 Tree planting schemes

#### Local Authority Tree Fund

We have had confirmation from the County Council that they have been successful in a bid for funding from the Forestry Commission's Local Authority Tree Fund for tree planting throughout the County. After a bid from ourselves for an allocation of this funding we have a total grant of £26,055.78 to plant and maintain 600 whips (plus protection), 40 standard trees and additional costs of £1,014.18 for difficult sites.

The funding is broken down into 4 years as follows:

Year 1 - £11,571.78 (Supply and planting of trees)

Year 2 – £4,828 (Maintenance of trees)

Year 3 – £4,828 (Maintenance of trees)

Year 4 - £4,828 (maintenance of trees)

#### Tiny Forests Scheme

Members of Hinckley Area Committee will be aware of the Tiny Forest scheme after recent correspondence from Caroline Roffey. In summary, a tiny forest is a dense fast growing native woodland the size of a tennis court based on an established forest management method developed in Japan.

The charity Earthwatch are working with a number of funding bodies to cover the cost of these schemes which equates to £25,000 per woodland. We currently have applications with the following funders for the following sites:

Wykin Park – funding is potentially available from OVO Energy (a green energy company) for a tiny forest with an enhanced education package (worth an additional £12,000) linked to schools with higher numbers of free school meals. Wykin Park is being progressed for this bid with Battling Brook Primary and Redmoor Secondary Schools being the schools who will hopefully benefit from this project. **This funding is currently on hold as due to the current energy crisis OVO have delayed their decision on funding at this time.**

Queens Park – funding is potentially available from Yeo Valley on a similar basis to the OVO funding and being within the catchment of St Mary's C of E and St Peter's Catholic Primary Schools and Hinckley Academy Secondary school.

Severn Trent will also potentially fund another 2-5 sites this winter and Green spaces have put in applications for the following land already identified for tree planting in Hinckley to ensure we can maximise our chance of getting tiny forests:-

- Langdale Park
- Jellicoe way open space
- Burbage common extension (in area we are already planting up)
- Ashby Road cemetery
- Clifton way open space.

Assuming we are successful HBBC will then enter into a 10 year legal agreement that commits us to providing sites for 10 years, to assist by identifying 2 key volunteers for each forest who become the keeper team, maintain the site from years 2-10 (which will be minimal due to the small size of the trees). Beyond the agreement term although there is no legal agreement with Earth watch the trees will belong to HBBC and therefore must be maintained, inspected etc. It is envisaged that these costs should not be any greater than we would expect for the management of trees in the future.

#### **4. Exemptions in accordance with the Access to Information procedure rules**

- 4.1 This report will be taken in open session.

#### **5. Financial implications DS**

##### Capital

- 5.1 A budget for £150,000 was agreed by Council in February 2021 for the Moat improvement works.
- 5.2 A supplementary budget of £25,000 to be funded from Hinckley Area Committee Reserves was agreed for the Ashby Road Cemetery Drainage works.

#### **6. Legal implications MR**

- 6.1 None

#### **7. Corporate Plan implications**

- 7.1 The projects within this report help to achieve the following corporate aims:
- Protect and improve our parks and open spaces for everyone across the borough
  - Keep our borough clean and green
  - Support and celebrate our cultural and heritage facilities

#### **8. Consultation**

- 8.1 For the drainage improvement works at the cemetery a consultant who has experience of designing new cemeteries has been commissioned to draw up the drainage designs.  
We have consulted with Historic England and a specialist consultant on the plans for the Moat restoration.

We have been in regular discussion with Earthwatch and the County Council with regards to the various tree planting schemes, as well as the schools within the catchments of the various sites for planting.

## 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
Cemetery drainage works. Capacity for drainage is limited within an area used for burials. So impact of new drainage may not completely eradicate the issues.	A consultant has been commissioned to draw up a plan which will ensure drainage will be as effective as possible whilst still ensuring the site can be used as a working cemetery.	Paul Scragg
Moat restoration. Costs of Archaeological surveys could be high. Leaving less budget for the main works.  Further survey works will add more time to the project possibly leading to a delay in the completion of this project.	Based on cost estimates it is hoped that there will be enough budget to carry out all of the necessary works within budget. We will progress the project as quickly as possible whilst still ensuring that all the conditions from Historic England are met.	Paul Scragg
Tree Schemes Funding for the Tiny Forests has not yet been confirmed.	We have provided as much information as has been asked for by the funding bodies.	Paul Scragg/Ian Pinfold/Caroline Roffey

## 10. Knowing your community – equality and rural implications

- 10.1 The Cemetery drainage works are required to help improve the site for the relatives of the deceased.

The Moat works at Argents Mead will not only help to improve the look of the area to members of the public but as the banks deteriorate are also needed from a health and safety point of view.

The tree schemes will have a benefit to the public overall by creating a more green environment and helping with carbon offsetting, making the town a healthier more attractive place to live.

## **11. Climate implications**

11.1 The improved drainage at Ashby Road Cemetery is required due to the impact of climate change leading to wetter winters and to more flooding.

The moat works will help to improve the ecological quality of the pond at Argents Mead whilst also making the area more aesthetically pleasing.

The various tree schemes are obviously a benefit in terms of climate change and will help with carbon offsetting and the Council's climate crisis agenda.

## **12. Corporate implications**

12.1 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: None

Contact officer: Paul Scragg – Senior Green Space Officer

Executive member: Councillor B Crooks