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Hinckley & Bosworth
Borough Council

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

Date: 19 June 2017

To: Members of the Hinckley Area Committee

Mrs J Kirby (Chairman)	Mrs GAW Cope
Mrs L Hodgkins (Vice-Chairman)	Mr KWP Lynch
Mr DC Bill MBE	Mr K Nichols
Mr SL Bray	Miss DM Taylor
Mr DS Cope	Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** in the De Montfort Suite - Hub on **TUESDAY, 27 JUNE 2017 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Rebecca Owen
Democratic Services Officer

HINCKLEY AREA COMMITTEE - 27 JUNE 2017

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 meeting held on 23 January 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. HINCKLEY SPECIAL EXPENSES OUTTURN 2016/17 (Pages 3 - 8)
To present the 2016/2017 revenue and capital outturn for the Hinckley (Special Expenses) Area.
7. HINCKLEY COMMUNITY INITIATIVE FUND (Pages 9 - 14)
To request that Hinckley Area Committee support the allocation of grant funding through the Hinckley Community Initiative Fund 2017/18.
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

23 JANUARY 2017 AT 6.30 PM

PRESENT: Mrs J Kirby - Chairman
Mrs L Hodgkins – Vice-Chairman
Mr SL Bray, Mr DC Bill MBE, Mr DS Cope, Mrs GAW Cope, Mr KWP Lynch,
Mr K Nichols and Ms BM Witherford

Members in attendance: Councillors Mr MA Hall, Mr M Nickerson and Mr SL Rooney

Officers in attendance: Rebecca Owen, Rob Parkinson, Ian Pinfold, Caroline Roffey and Ashley Wilson

330 APOLOGIES FOR ABSENCE

It was noted that Cllr Witherford would be arriving late due to a clash with another meeting.

331 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor Bill, seconded by Councillor D Cope and

RESOLVED – the minutes of the meeting held on 19 December be confirmed and signed by the chairman.

332 DECLARATIONS OF INTEREST

No interests were declared at this stage.

333 HINCKLEY AREA COMMITTEE BUDGET 2017/18

The committee received the proposed revenue budget and council tax for 2017/18 for the special expenses area. It was highlighted that paragraph 3.6 should read “at this stage provision has not been made for the committee to fund Hollycroft Park”. It was also noted that the figures in the table in paragraph 3.9 were incorrect – the correct figures were contained in appendix 1.

In relation to funding Hollycroft Park, some members expressed concern that this had not been discussed previously and, as figures were not included in the report, they could not discuss further at this stage. A member reminded the group that, many years ago, it had been agreed that Hollycroft Park would be funded from the general fund, offset by car parks income, and that any change to this would need to be consulted upon.

Councillor Witherford entered the meeting at 6.40pm.

A member sought clarification on the council tax precept setting process for the special expenses area, asking whether the committee could set its own precept. In response it was explained that, as a Council function, the Council as billing authority would set the council tax for the borough and the special expenses area and any increase in the borough rate would result in a proportionate increase in the special expenses area rate. Some members were not happy with the proposal for a £5 increase in the borough council tax (which would result in a 71p increase to the special expenses area budget), explaining that they would prefer no increase in council tax. In light of recent discussions on expanding the future responsibility of the committee, some members felt that that

responsibility should extend to setting its own precept, in the same way as a parish or town council.

The Leader of Council, in attendance as observer, urged the committee to consider what responsibilities it would wish to take on and then base its funding requirement on that. He felt that the committee should have more of an input into the management of Hollycroft Park.

The meeting was adjourned at 6.57pm for a discussion on wording of an acceptable resolution. The meeting reconvened at 7.01pm.

It was moved by Councillor Lynch and seconded by Councillor Bray that:

“the committee notes the revenue and capital budgets but does not support the council tax increase for 2017/18. Liberal Democrat members wish it to be recorded that they are opposed to the £5 increase in council tax for the borough.”

Upon being put to the vote, the motion was carried and it was

RESOLVED –

- (i) The revenue and capital budgets be noted;
- (ii) The proposed council tax increase be not supported.

(The Meeting closed at 7.05 pm)

CHAIRMAN



Hinckley & Bosworth
Borough Council

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FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

Hinckley Area Committee

27th June 2017

WARDS AFFECTED: ALL HINCKLEY AREA WARDS

HINCKLEY SPECIAL EXPENSES OUTTURN 2016/17

Report of Head of Finance

1. PURPOSE OF REPORT

- 1.1 To present the 2016/2017 revenue and capital outturn for the Hinckley (Special Expenses) Area.

2. RECOMMENDATION

- 2.1 That the outturn for 2016/2017 for the Hinckley (Special Expenses) Area be noted.

3. BACKGROUND TO THE REPORT

- 3.1 The revenue and capital draft outturn position for the Hinckley (Special Expenses) Area for 2016/2017 are attached to this report as Appendices 1 and 2.

Revenue Outturn

- 3.2 The draft revenue outturn for the Special Expenses Area is contained in Appendix 1 along with the approved original and revised estimates for 2016/2017. As at 31st March 2017, the Special Expense Area service budget was underspent by £33,878. This is primarily for this are detailed below:

£19,000 - underspend in salary costs

£3,000 - additional income from burial fees

£4,000 - equipment/materials underspend

£3,000 - play area maintenance underspend

£4,878 - other minor variances

Capital Outturn

- 3.5 The draft capital outturn for the Special Expense Area is detailed in Appendix 2. The Capital budget for the Special Expense Area is £39,349 under budget. The primary reason is due to delays in projects for which a carry forward of budget has been requested. These amount to £34,423.

Balances and Reserves

3.3 The outturn position shows balances of £87,367 which is an increase of £16,923.

	£
Balance at 1 st April 2016	70,444
Contribution to Balances	16,923
Balance at 31st March 2017	87,367

3.4 The Earmarked Reserve is set aside to meet the cost of Green Space projects and future one of revenue costs that cannot be met from existing budgets. The outturn position shows that as at the 31st March 2017 the reserves balance is £141,514 which is close to that budgeted for. The estimated position is summarised below:

	£
Balance at 1 st April 2016	146,514
Contribution for Revenue	0
Contribution for Capital	(5,000)
Balance at 31st March 2017	141,514

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 Report to be taken in open session.

5. FINANCIAL IMPLICATIONS [CS]

5.1 Contained in the body of the report.

6. LEGAL IMPLICATIONS [AR]

6.1 None.

7. CORPORATE PLAN IMPLICATIONS

7.1 Expenditure incurred to achieve an attractive 'green' borough that minimises its impact on the environment.

8. CONSULTATION

8.1 None.

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.

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.

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	None	None

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 All expenditure and income relates to the urban area of Hinckley.

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
- Human Resources implications

Background papers: None

Contact Officer: Ilyas Bham, Accountancy Manager, 5924

Executive Member: Cllr M Hall

2016/17 OUTTURN

	2016/17 ORIGINAL ESTIMATE £	2016/17 REVISED ESTIMATE £	2016/17 OUTTURN £
SPECIAL EXPENSES (HINCKLEY)			
Urban parks	464,891	464,891	441,349
Cemeteries	134,016	134,016	123,681
Hinckley Car Parks	25,000	25,000	25,000
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000
Hinckley West Neighbourhood Watch	4,000	4,000	4,000
	629,907	629,907	596,029
Contribution to/(from) Reserves	(3,590)	(3,590)	0
Contribution to/(from) Balances	0	0	16,923
Net Expenditure	626,317	626,317	612,952
Contributions from S106 Reserves	(13,365)	(13,365)	0
Budget Requirement	612,952	612,952	612,952
Taxbase	36,398.6	36,398.6	36,398.6
Band D Council Tax	16.84	16.84	16.84
<u>Balances</u>			
Balance B/Fwd	70,444	70,444	70,444
Cont to Balances	0	0	16,923
Balance (Deficit) c/fwd	70,444	70,444	87,367
<u>Reserves</u>			
Balance B/Fwd	181,941	146,514	146,514
Cont to/(from) Reserves	(3,590)	(3,590)	0
Use of Reserves (capital)	(20,980)	(5,485)	(5,000)
Balance (Deficit) c/fwd	157,371	137,439	141,514

	Budget £	Outturn £	Variance £	Comments
Non Delivery Plan				
Memorial Safety Programme	5,160	897	4,263	Fewer than expected memorial make safes New roundabout purchased last financial year but not yet delivered. Works in 2017-18 will consist of the installation of the equipment plus the installation of safety surfacing.
Queens Park	10,900	0	10,900	It is expected the works will be completed in May 2017
Hinckley Community Initiative Fund -I	5,485	4,710	775	
	21,545	5,607	15,938	
Green Spaces Delivery Plan				
Preston Road	7,720	4,966	2,754	New section 106 monies plus indexation to be used for further improvements to the park in 2017-18
Richmond Park Phase 2	19,000	2,915	16,085	Works delayed due to finalising details for new entrance archways and fencing. Designs will be agreed during the summer and will be funded from Section 106 monies Section 106 monies being used to create a community garden area within the park
Langdale Park	23,200	18,516	4,684	expected to be completed as part of the 2017-18 Green Spaces Delivery Plan
Granville Road Play Improvements	13,620	13,731	-111	Complete
	63,540	40,129	23,411	
Hinckley Area Total	85,085	45,736	39,349	

Carry Forward Requests **34,423**

Financing	Budget £	Outturn £	Variance £
S106	74,440	40,129	34,311
SEA Reserves	5,485	4,710	775
Capital Receipts	5,160	897	4,263
	85,085	45,736	39,349



Hinckley & Bosworth
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FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

HINCKLEY AREA COMMITTEE 27th June 2017
SLT 29th June 2017

WARDS AFFECTED: ALL HINCKLEY WARDS

HINCKLEY COMMUNITY INITIATIVE FUND

Report of Director of (Environment and Planning)

1. PURPOSE OF REPORT

1.1 To request that Hinckley Area Committee support the allocation of grant funding through the Hinckley Community Initiative Fund 2017/18.

2. RECOMMENDATION

2.1 That Hinckley Area Committee supports the funding allocation of £10,000 from the Hinckley Community Initiative Fund 2017/18, as detailed in section 3.2.

3. BACKGROUND TO THE REPORT

3.1 It was agreed by Hinckley Area Committee that a further £10,000 was to be made available to offer 50% towards capital projects for community groups in Hinckley for the financial year 2017/18, this grant fund follows on from a previous fund of £20,000 allocated in 2014/15.

3.2 Applications for 2017/18:

The table in Appendix 1 of this report provides an objective scoring summary from the assessments made of the applications by scoring panel.

This panel consisted of Ian Pinfold – Green Space Manager and Paul Scragg – Senior Green Space Officer.

The maximum amount of funding available to each Project is £10,000. The grant will fund a maximum of 50% of the project costs. Each applicant must seek support from their Ward Councillor. Only capital items are funded, the lowest submitted quote has been used to calculate the maximum eligible grant, unless a good reason has been provided for using a higher quote.

6 applications have been received requesting a total of £13,735.

Based on the information in Appendix 1 the assessment panel recommends funding the following schemes totalling £10,000. These schemes scored 61 or higher against the scoring criteria for the scheme.

1. Tennis for all – Hinckley Town Tennis Club (De Montfort)
Outline: Funding towards new tennis equipment to allow the club to provide free weekly coaching and training for beginners of all ages during the summer months. (£320)
 2. St Mary's Church Carpet and flooring – St Mary's Church PCC (Castle)
Outline: Replacement of existing carpet and new flooring in communal areas of church. (7,994)
 3. Re-carpet Main Bar area – Wykin Social Club (Trinity)
Outline: Re-carpeting the main bar area of the club (£1,686)
- 3.3 That Hinckley Area Committee consider recommending to SLT that a further £439 be allocated to the scheme to re-carpet the Main Bar area at Wykin Park, this will allow the full 50% funding for this scheme. **(This scheme scored lowest out of the top 3 schemes recommended for funding)**
- 3.4 The following schemes applying for a total of £3,296, met the criteria of the scheme, however they scored under 61 against the coring criteria for the scheme. The Panel therefore recommends rejecting these schemes due to oversubscription of the fund.
1. Replacement Windows – St Francis Community Centre (De Montfort)
Outline: The replacement of the glass in the centre windows to improve security, and energy efficiency. (£776)
 2. Companion IT skills project – Emmaus Leicestershire and Rutland (De Montfort)
Outline: The purchase of computers to assist the users of the centre with IT skills. (£520)
 3. Sport Equipment – ACCEPT mental health charity
Outline: The purchase of equipment to enable members of the charity to take part in outward bounds activities. (£2,000).

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]

- 5.1 For 2017/18, within the existing capital programme there is £10,000 set aside for the schemes outlined in 3.2.
- 5.2 Approving the scheme outlined in 3.3 will create an overspend of £439.
- 5.3 Currently no budget has been allocated for the additional schemes totalling £3,296 outlined within 3.4. Therefore, if these schemes are to be supported, a supplementary growth bid will required.

6. LEGAL IMPLICATIONS [AB]

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 Hinckley Community Initiative fund supports community groups in Hinckley 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 Hinckley Area Committee is consulted as part of the decision to agree grant applications.

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	Paul Scragg

	the works is received.	
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10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 All grants are awarded to Community Groups within Hinckley, and Ward Councillor 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

Background papers: Appendix 1 attached

Contact Officer: Paul Scragg - Senior Green Space Officer x5983
Executive Member: Cllr J Kirby – Chair of Hinckley Area Committee

Appendix 1

Name of Scheme	Organisation	Ward	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	Met Essential Criteria Y/N	Assessor 1 Score	Assessor 2 Score	Average Score
17//HINK/01	Wykin Social Club	Hinckley Trinity	£ 2,125.00	£4,250	£2,125	IP/PS	Y	62	60	61
17/HINK/02	Companion IT Skills Project	Hinckley De Montford Ward	£ 1,599.72	£3,199	£1,000	PS/IP	Y	60	58	59
17/HINK/03	Tennis For All	Hinckley De Montford Ward	£ 320.00	£640	£320	IP/PS	Y	66	64	65
17/HINK/04	ACCEPT Adventure	All Wards	£ 2,000.70	£4,001	£2,001	IP/PS	Y	61	57	59
17/HINK/05	Replacement of Exterior Windows	Hinckley De Montford Ward	£ 776.00	£ 1,552	£1,552.00	PS/IP	Y	62	58	60
17/HINK/06	Carpet & Flooring Replacement	Hinckley Castle Ward	£ 7,994.50	£15,989	£9,000.00	PS/IP	Y	62	61	61.5

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