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Hinckley & Bosworth
Borough Council

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

Date: 03 July 2018

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 - Hinckley Hub on **WEDNESDAY, 11 JULY 2018 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

HINCKLEY AREA COMMITTEE - 11 JULY 2018

A G E N D A

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE PREVIOUS MEETING (Pages 1 - 4)
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. FINANCIAL OUTTURN 2017/18 (Pages 5 - 10)
To present the 2017/18 revenue and capital outturn for the Hinckley (special expenses) area.
7. HINCKLEY COMMUNITY INITIATIVE FUND (Pages 11 - 16)
To seek support for the allocation of grant funding through the Hinckley Community Initiative Fund 2018/19.
8. ITEMS REQUESTED BY MEMBERS FOR DISCUSSION:
 - (a) Flowers & planting
 - (b) Proms in the Park
 - (c) Friends of Hinckley Station
 - (d) Yarn bombing
 - (e) Leicester Road grass cutting
 - (f) Worklink project - nesting boxes
 - (g) Developing Communities Fund
9. 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

16 JANUARY 2018 AT 6.30 PM

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

Members in attendance: Councillors

Officers in attendance: Malcolm Evans, Rebecca Owen, Ian Pinfold, Caroline Roffey and Ashley Wilson

284 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Bray, Mrs Cope and Taylor.

285 MINUTES OF THE PREVIOUS MEETING

In considering the minutes of the previous meeting, Councillor Cope wished a correction to be made in that he and Mrs Cope were not members of the Wykin Social Club, but attended occasionally. It was subsequently

RESOLVED – the minutes of the meeting be confirmed, with the abovementioned amendment.

286 DECLARATIONS OF INTEREST

No interests were declared at this stage.

287 HINCKLEY TOWNSCAPE HERITAGE PROJECT

Members were informed about the submission of a first-round application to the Heritage Lotter Fund to seek funding for the establishment of a Townscape Heritage scheme within Hinckley town centre conservation area.

There was some discussion on the plans to reconfigure Church Walk car park, the inclusion of heritage lighting on the site of the planned Aldi supermarket adjacent to Baptists Walk, and claw back arrangements for unused funding.

Members suggested the scope of the scheme should be widened (or included as part of a separate scheme) to take in the former police station and cinema and even Ashby Road. It was agreed that this would be fed back to officers.

288 SPECIAL EXPENSES AREA BUDGET

The special expenses budget for 2018/19 was presented to the committee. The following points were raised or noted:

- Special expenses budget balances of £248k (not including earmarked reserves)
- The possibility of setting aside £10k of the balances to fund projects or events
- The need to retain 10-15% balances.

A member felt that some of the balances should be used to run Proms in the Park again. The reasons for not having run it last year were discussed, including the difficulty in getting a band to play and the risk of poor weather. Another member suggested that the same amount of money could be used to fund several smaller projects, or to widen the Townscape Heritage project discussed under the previous item.

RESOLVED –

- (i) The revenue and capital budgets and council tax for 2018/19 be endorsed;
- (ii) The fees & charges for 2018/19 be endorsed;
- (iii) £10,000 be earmarked from the balances to fund additional projects, to be agreed at a future meeting.

289 GREEN SPACE DELIVERY PLAN UPDATE

The Hinckley Area Committee received an update on the Green Space Delivery Plan. Four current or recently completed projects were highlighted – the play area refurbishment at Queen’s Park (completed in October 2017); Richmond Park (funded by S106 monies, due for completion early 2018); landscaping, picnic areas and pathway improvements on Langdale Park; and bulb and minor tree planting on Preston Road Park.

Discussion ensued in relation to:

- the possibility of resurfacing around the play area on Burbage Common (which was not part of the special expenses budget)
- current negotiations with the developer about a play area on The Greens
- dead trees on The Greens, of which the developer is aware
- complaints about the condition of the wall along The Narrows
- dog mess on Wykin Park
- a project within the Green Space Delivery Plan to improve Clarendon Park, for example adding a running track
- the need to make representations in respect of the proposed freight depot as it abutted Burbage Common
- land for sale on Leicester Road.

290 HINCKLEY IN BLOOM UPDATE

Members were informed that a report had been prepared for SLT in relation to funding for Hinckley in Bloom. It was noted that the initial work would cost around £4k. Suggestions put forward by officers and members present included:

- Using a mixture of planting and planters
- The need to ensure the London Road/Spa Lane triangle was tidied as it was currently neglected despite an agreement with a local group to maintain it
- The planting of wildflowers on Leicester Road and Ashby Road
- Planters in car parks
- Engaging with residents, shops and businesses to encourage involvement.

It was noted that some work could commence in 2018, and it was suggested that £3k be allocated for initial work in 2018.

RESOLVED - £3k be allocated for work to commence in 2018 and a further report be brought to a future meeting.

291 GRIT BINS

The Head of Street Scene Services informed members that, whilst Leicestershire County Council were unable to provide grit bins, some of the special expenses budget could be used to provide a limited number of additional bins for the special expenses area. Issues such as requiring permission from the county council to site a grit bin on a pavement were highlighted. It was noted that residents in the vicinity of a proposed grit bin had to be consulted on the proposal and it was suggested that five new bins could be provided.

Suggested locations for new grit bins included Trinity Vicarage Road (at the top of the hill), Towers Drive (by the school), Riddon Drive, Charnwood Road (at the junction with John Street), the London Road/Spa Lane triangle and Leicester Road (by Olympic Way).

292 COMMUNITY PLANS

Reference was made to a presentation received by members in relation to emergency planning and the suggestion of community plans. It was explained that a community group could come together to create a community plan to action in the event of an emergency. For example, in an area at risk of flooding, the community plan could focus on actions and support for the community in the event of flooding.

Members acknowledged that it was not a matter for the Hinckley Area Committee and was something to consider within their own localised communities but requested further information outside of the meeting.

293 SPECIAL EXPENSES AREA REVIEW

Consideration was given to a report which had been referred by the Scrutiny Commission. Members felt that the current arrangements for governing the special expenses area and the operation of the Hinckley Area Committee were well established and that no changes were required.

Consideration was given to some of the budget allocations listed in the appendices to the report and more information was requested on the use of the funding provided to Neighbourhood Watch. It was requested that an annual report be brought to the Hinckley Area Committee by the Neighbourhood Watch Co-ordinator.

RESOLVED –

- (i) No changes be recommended in relation to the governance of special expenses;
- (ii) No changes be recommended in relation to the operation of the Hinckley Area Committee;
- (iii) The Neighbourhood Watch Co-ordinator be requested to bring an annual report to the Hinckley Area Committee.

294 MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

On the motion of Councillor Nichols seconded by Councillor Witherford, it was

RESOLVED – in accordance with section 100A(4) of the Local Government Act 1972, the public be excluded from the following item of

business on the grounds that it involves the disclosure of exempt information as defined in paragraphs 3 and 10 of Part I of Schedule 12A of that Act.

295 DISPOSAL OF THE TRINITY LANE SITE

Members were updated on the progress made in negotiating with the successful bidders for the Trinity Lane Site (former leisure centre). Matters such as car parking, trees and highways were discussed and it was noted that, where relevant, these would be considered as part of the planning application.

(The Meeting closed at 8.00 pm)

CHAIRMAN



Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

Hinckley Area Committee 11 July 2018

WARDS AFFECTED: ALL HINCKLEY AREA WARDS

FINANCIAL OUTTURN 2017/18

Report of Head of Finance (Section 151 Officer)

1. PURPOSE OF REPORT

1.1 To present the 2017/2018 revenue and capital outturn for the Hinckley (Special Expenses) Area.

2. RECOMMENDATION

2.1 That the outturn for 2017/2018 for the Hinckley (Special Expenses) Area be noted.

3. BACKGROUND TO THE REPORT

3.1 The revenue and capital outturn position for the Hinckley (Special Expenses) Area for 2017/2018 are attached to this report as Appendices 1 and 2. The outturn position was reported to Council on 12 June 2018.

Revenue Outturn

3.2 The revenue outturn for the Special Expenses Area is contained in Appendix 1 along with the approved original and revised estimates for 2017/2018. As at 31 March 2018, the Special Expense Area service budget was underspent by £11,434. The main reasons for the underspend are as follows:

	£
Additional Burial Fee Income	(8,690)
Water underspend	(6,440)
Play Area Maintenance underspend	(2,740)
Equipment underspend	(2,750)
Salaries overspend	5,020
Other minor variances	4,166
TOTAL UNDERSPEND	(11,434)

Capital Outturn

- 3.3 The capital outturn for the Special Expense Area is detailed in Appendix 2. The Capital budget for the Special Expense Area is £20,603 under budget. The primary reason is due to delays in projects for which a carry forward of budget has been requested. This totals £15,930. The carry forwards have been agreed at Council in June as part of Outturn report.

Balances and Reserves

- 3.4 The outturn position shows balances of £161,787 which is an increase of £12,650.

	£
Balance at 1 st April 2017	86,444
Contribution to Balances	75,343
Balance at 31st March 2018	161,787

- 3.5 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 2018 the reserves balance is £148,589 which is close to that budgeted for. The estimated position is summarised below:

	£
Balance at 1 st April 2017	141,804
Contribution for Revenue	20,000
Contribution for Capital	(13,215)
Balance at 31st March 2018	148,589

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

- 4.1 Report taken in open session.

5. FINANCIAL IMPLICATIONS (CS)

- 5.1 Contained within 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: Civica Reports

Contact Officer: Ilyas Bham, Accountancy Manager

Executive Member: Cllr C Ladkin

2017/18 OUTTURN

	2017/18 ORIGINAL ESTIMATE	2017/18 REVISED ESTIMATE	2017/18 OUTTURN
	£	£	£
SPECIAL EXPENSES (HINCKLEY)			
Urban parks	445,610	446,930	448,088
Cemeteries	137,260	138,940	126,348
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000
Hinckley West Neighbourhood Watch	4,000	4,000	4,000
	588,870	591,870	580,436
Contribution to/(from) Reserves	20,000	20,000	20,000
Contribution to/(from) Balances	65,693	62,693	75,343
Net Expenditure	674,563	674,563	675,779
Contributions from S106 Reserves	(18,860)	(18,860)	(20,076)
Budget Requirement	655,703	655,703	655,703
<u>Balances</u>			
Balance B/Fwd	70,444	86,444	86,444
Cont to Balances	65,693	62,693	75,343
Balance (Deficit) c/fwd	136,137	149,137	161,787
<u>Reserves</u>			
Balance B/Fwd	137,439	141,804	141,804
Cont to/(from) Reserves	20,000	20,000	20,000
Use of Reserves (capital)	(15,000)	(13,735)	(13,215)
Balance (Deficit) c/fwd	142,439	148,069	148,589

Hinckley Area Committee Capital Programme Outturn 2017/18

	Budget £	Outturn £	Variance £	c/fwd	Comments
Non Delivery Plan					
Memorial Safety Programme	5,160	187	4,973		Fewer than expected memorial make safes
Queens Park	10,900	10,497	403	403	C/Fwd to 2018/19 for remaining works to be completed during April 2018
Hinckley Community Initiative Fund -HCIF	13,735	13,215	520	520	C/Fwd to 2018/19 for one project which has been delayed
	29,795	23,899	5,896	923	
Green Spaces Delivery Plan Schemes					
Preston Road	2,754	0	2,754	2,754	Additional S106 to be used for further improvements to the park in 2018-19
Richmond Park Phase 2	19,140	19,440	(300)		
Langdale Park	35,767	23,514	12,253	12,253	Landscape improvements delayed due to wet weather.
	57,661	42,954	14,707	15,007	
Hinckley Area Total	87,456	66,853	20,603	15,930	

Financing

	Budget £	Outturn £	Variance £
Non Delivery Plan			
Capital Receipts (for Memorials scheme)	5,160	187	4,973
SEA Reserves (HCIF scheme)	13,735	13,215	520
Developer Contributions (Queens Park)	10,900	10,497	403
Green Spaces Delivery Plan			
Developer Contributions	57,661	42,954	14,707
	87,456	66,853	20,603

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Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

HINCKLEY AREA COMMITTEE 11 July

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 2018/19.

2. RECOMMENDATION

- 2.1 That Hinckley Area Committee supports the funding allocation of £10,000 from the Hinckley Community Initiative Fund 2018/19, as detailed in section 3.2, pending approval from the Hinckley Area Committee.
- 2.2 That Hinckley Area Committee consider the option of funding a further £1,724 as detailed in 3.3.
- 2.3 That Hinckley Area Committee support the carry forward request of £520 allowing one previous years scheme to be completed as detailed in 3.4.

3. BACKGROUND TO THE REPORT

- 3.1 In 2017/18 six schemes were awarded a total of £13,735 from this grant fund a further £10,000 was agreed to be made available in 2018/19 offering 50% towards capital projects for community groups in Hinckley.

3.2 Applications for 2018/19:

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, a total grant fund of £10,000 has also been agreed. 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.

4 applications have been received requesting a total of £11,709.

Based on the information in Appendix 1 the assessment panel recommends funding the following schemes totalling £10,000.

1. Community Café in Hollycroft Park – Friends of Hollycroft Park (Castle)
Outline: New kitchen equipment for a new community café at Hollycroft park pavilion. (£300)
2. Replacement heaters at Hinckley Museum – Hinckley and District Museum (Castle)
Outline: New heaters for the museum (2,979)
3. Facility Improvements for Community Tennis – Hinckley Tennis Club (Demontfort)
Outline: New tennis nets and equipment (1,930)
4. Collection & Delivery Van for Worklink Services – Worklink, Hinckley (Clarendon)
Outline: The purchase of a new van to replace an old one which has come to the end of its use (£4,791)

3.3 That SLT consider recommending to Hinckley Area Committee that a further £1,709 be allocated to the scheme 'Collection & Delivery van for Worklink Services', this will allow the full 50% funding for this scheme. (**This scheme scored lowest out of those received**)

3.4 There is 1 scheme which was approved in 2017 where the project has been delayed. This project will be completed in 2018/19. The project is:

1. 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)

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 2018/19, within the existing capital programme there is £10,000 set aside for the schemes outlined in 3.2.

5.2 Approving the additional funding for the Collection & Delivery van outlined in 3.3 will create an overspend of £1,709. Therefore, if this additional funding is supported, a supplementary growth bid funded from Special Expenses Reserves will be required.

2017/18 Schemes

5.3 A carry forward has been requested for the £520 delayed scheme which is due to be completed in 2018/19 as outlined in 3.4.

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 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	Paul

	released once scheme is completed and evidence of completion and payment of the works is received.	Scragg
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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

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
Community Cafe	Friends of Hollycroft Park	Castle	£306	£612	£300	PS/IP	Y	51	51	51
Replacement Heaters	Hinckley & District Museum	Castle	£2,979	£5,958	£2,979	PS/IP	Y	51	51	51
Facility improvements for Community Tennis	Hinckley Town Tennis Club	Demontfort	£1,930	£3,860	£1,946	IP/PS	Y	64	64	64
Collection and Delivery van	Worklink Hinckley	Clarendon	£6,750	£13,300	£6,500	IP/PS	Y	44	44	44

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