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Hinckley & Bosworth
Borough Council

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

Date: 17 January 2020

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

Mr SM Gibbens (Chairman)	Mrs L Hodgkins
Mrs LJ Mullaney (Vice-Chairman)	Mr KWP Lynch
Mr DC Bill MBE	Mr K Nichols
Mr SL Bray	Mr MT Mullaney
Mr DS Cope	Ms 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** in the De Montfort Suite - Hinckley Hub on **MONDAY, 27 JANUARY 2020** at **6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Rebecca Owen
Democratic Services Manager

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- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

Recording of meetings

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To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

HINCKLEY AREA COMMITTEE - 27 JANUARY 2020

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. NEW SIGNAGE FOR VOLUNTARY & COMMUNITY SECTOR PARTNERSHIP AND VOLUNTEERING HUB (Pages 3 - 6)
7. FUNDING FOR NEW PROMS IN THE PARK EVENT 2020 (Pages 7 - 10)
8. HINCKLEY AREA COMMITTEE BUDGET 2020/21 (Pages 11 - 24)
9. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

HINCKLEY AREA COMMITTEE

7 OCTOBER 2019 AT 6.00 PM

PRESENT: Mr SM Gibbens - Chairman
Mrs LJ Mullaney – Vice-Chairman
Mr DC Bill MBE, Mr SL Bray, Mr K Nichols, Mr MT Mullaney and Ms A Pendlebury

Officers in attendance: Rebecca Owen, Caroline Roffey and Ashley Wilson

175 APOLOGIES FOR ABSENCE

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

176 MINUTES OF THE PREVIOUS MEETING

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

RESOLVED – the minutes of the meeting held on 3 April 2019 be confirmed and signed by the chairman.

177 DECLARATIONS OF INTEREST

No interests were declared at this stage.

178 OFF STREET PARKING PLACES ORDER - VARIATION OF CHARGING TIMES

Members were informed of the proposal to vary the Off-Street Parking Places Order to introduce free parking after 3pm in Trinity East, Castle and Lower Bond Street car parks and free parking before 8.30am in Lower Bond Street and Thorneycroft car parks. It was noted that the reduction in income as a result of the proposals would be £31,600 per annum which would be funded by the special expenses area earmarked reserve.

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

RESOLVED – Council be RECOMMENDED to:

- (i) Approve the variation to the Off Street Parking Places Order;
- (ii) Delegate authority to the Head of Street Scene Services to publish a notice of proposals in relation to the Off Street Parking Places Order;
- (iii) Delegate authority to the Head of Street Scene Services, subject to there being no objections received within the relevant statutory period, to make the Order and publish the notice of making;
- (iv) Require that, where objections are received, a written report be produced by the Head of Street Scene Services detailing the objections and that authority be delegated to the Director (Environment & Planning) and the Executive Member with responsibility for car parks, in conjunction with the Legal Services

Manager, to consider such objections and consider whether the variation to the Order should be confirmed.

179 SPECIAL EXPENSES BUDGET 2019-20

Members were provided with information on the special expenses area budget. During presentation and discussion, the following points were noted:

- The earmarked reserve would reduce due to the reduction in car park income
- Parks were a big part of the expenditure
- The Hinckley Community Initiative Fund was widely advertised including via community groups, social media, the press and the VCS, but few applications had been received
- The need to look at all grant funding to understand different streams
- Approximately £5,000 would be required to run Proms in the Park in 2020
- The Green Space Delivery Plan provided more detailed information on work in green spaces and in relation to spending S106 monies.

The suggestion to provide a loan to the CCG for the purchase of a new x-ray machine was discussed and it was requested that a report be brought to the Executive.

RESOLVED –

- (i) The report and current budget be noted;
- (ii) A report be brought to the Executive on options for supporting the CCG to purchase a new x-ray machine.

(The Meeting closed at 6.42 pm)

CHAIRMAN



Hinckley & Bosworth
Borough Council

A Borough to be proud of

Hinckley Area Committee

27 January 2020

WARDS AFFECTED: All Wards

New signage for Hinckley & Bosworth Voluntary and Community Sector Partnership and Volunteering Hub

Report of Director Community Services

1. PURPOSE OF REPORT

- 1.2. To set out the requirement for new signage at the Next Generation building, 108 Castle Street, Hinckley, to promote the VCS Partnership and Volunteering Hub offer
- 1.3. To seek approval from the Hinckley Area Committee to fund the new signage requirements

2. RECOMMENDATION

- 2.1. To approve the request seeking funds for new signage requirements

3.0. BACKGROUND TO REPORT

- 3.1. The Voluntary and Community Sector (VCS) Partnership is a collaboration between the Council and the VCS, and has been in place since 2013, with the overall aim of helping to sustain and grow the vital work delivered by the VCS and its many volunteers. HBBC commissions Next Generation (one of the Borough's leading VCS organisations), to oversee the development and delivery of our local VCS support arrangements, which includes:

- overseeing the VCS Development Forum, which meets regularly, enabling learning and development, networking and collaboration, and acts a key link with the community

- overseeing and supporting the VCS Commissioning Board, which provides a robust and fair mechanism through which the council and other sectors, can commission services from the VCS

- maintaining a comprehensive VCS database, through which the different community groups can share information with each other, and a key mechanism for HBBC and other key partners to communicate, engage and consult with the VCS

3.1.1. The HBBC Community Planning team work in partnership with Next Generation, with the aim of continually improving our local offer to the VCS and its volunteers.

Therefore 2018/19 saw the introduction of the following provision:

- The development of specific branding for the VCS partnership and its related work streams
- The development and launch of a new dedicated VCS partnership website, accessible at www.nextgenhinckley.org
- The introduction of a Volunteering Hub, offering a one point of contact service for anyone wanting to volunteer within the Borough, and for VCS organisations seeking to recruit volunteers - service is available on line via the website, as well as a face to face service based at Next Generation. The introduction of this important provision has been in response to feedback from our VCS, that fundamentally their sustainability is reliant on retaining a good volunteer base.
- In support of the above, the development and establishment of the Borough's first Volunteering Strategy, presented as a joint document setting out the aims and commitment of both HBBC and the VCS, in supporting our diverse volunteering offer.
- Subsequently, in role modelling effective workplace practice, HBBC has refreshed its volunteering policy enabling employees up to 2 days per year to undertake volunteering opportunities within the Borough.
- The ongoing development and delivery of the Borough Council's Annual Making a Difference Awards to recognise and celebrate our volunteers, which is now aligned with our VCS partnership work and branding.

3.1.2 The above developments have been enabled within the existing HBBC base budget for both the HBBC SLA with Next Generation and ring fenced VCS Commissioning funds.

3.1.3. Alongside this, Next Generation as part of its work as an independent charity, has also refreshed their branding.

3.1.4. Given the success of our now very well established VCS partnership, and specifically in relation to our most recent work aimed at enabling and sustaining volunteering, we are seeking funds to enable new signage at the Next Generation building, promoting both the VCS partnership, and the associated Hinckley based walk in Volunteering Hub, to include:

- A new sign for the front of the building and digital print running the full length of the windows, using our VCS partnership branding
- LED poster frames, wall prints and signage for the reception area promoting/creating a designated Volunteering Hub area

3.1.5. The costs for the delivery of the above, including removal and disposal of the existing old signage is £4000.00 inclusive of VAT.

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

4.1 The report is to be taken in open session.

5. FINANCIAL IMPLICATIONS (DW)

5.1 The cost of the proposed signage (including removal and disposal of the existing old signage) would be £4,000 inclusive of VAT for which a supplementary estimate would be required as the signage requires replacement in the current financial year.

5.2 The proposal to be notified to the Hinckley Area Committee on 27th January 2020.

6. LEGAL IMPLICATIONS (MR)

6.1 Section 2 Local Government Act 2000 empowers the Council to do anything it considers is likely to achieve one or more of the following objects
-the promotion or improvement of the economic social or environmental well-being of its area

7. CORPORATE PLAN IMPLICATIONS

7.1 The contents of the report relate to and support the People, Place and Prosperity corporate priorities, and will specifically support the delivery of the following ambition: 'Support an effective and viable voluntary and community sector.'

8. CONSULTATION

8.1 This report has taken account of the ongoing consultation undertaken by Next Generation through the established VCS Development Forum, Commissioning Board, and database.

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
Lack of visible central access point promoting the VCS partnership and Volunteering Hub, and therefore impact on enabling sustainability of VCS through recruitment of volunteers	Refreshed signage along with marketing campaign to promote the work/offer of the VCS Partnership and central access point for volunteering	Edwina Grant

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 The utilisation of up to date evidence sources and data, informed via the VCS Development Forum, and VCS database, has helped to inform the ongoing development of our VCS arrangements. These mechanisms also ensure resources are aligned with Borough priorities, and gives VCS organisations from all areas of the Borough, including rural locations, access to the VCS partnership provision and commissioning funds.

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: None
Contact Officer: Edwina Grant, Ext 5950
Executive Member: Cllr K Lynch



Hinckley & Bosworth Borough Council

Hinckley Area Committee 27 January 2020

WARDS AFFECTED: All wards

SUPPORT FUNDING FOR NEW PROMS IN THE PARK EVENT 2020

Report of Director Community Services

1. PURPOSE OF REPORT

- 1.1 To request supporting funding from Hinckley Area Committee to host new Proms in the Park event in summer 2020.

2. RECOMMENDATION

- 2.1. To approve a request to the Hinckley Area Committee (HAC) seeking funds for the 2020 Proms in the Park event.

3.0. BACKGROUND TO REPORT

- 3.1 Request has been made by Administration to host Proms in the Park event in 2020.
- 3.2 As this is a new event additional funding will be required to host Proms, hence the financial request to the Hinckley Area Committee.
- 3.3 Council officers have held productive meetings with colleagues from Hinckley Round Table. They approached the Council wishing to raise the local profile of the Round Table by increasing their support to events. Therefore, the 2020 event would be considered a joint venture, similar to how the Council? operate with Hinckley BID on event coordination.
- 3.4 Sourcing a good quality orchestra is essential. We have been in dialogue with representatives from Bardi Symphony, based in Leicester. They are available and a provisional booking has been made.
- 3.5 Other key stakeholders supporting this event are Friends of Hollycroft Park and Green Spaces
- 3.6 Early delivery plans are being developed, these are summarised below:
- Scheduled date – Saturday 22nd August 2020
 - Family Proms picnic event to be held in the afternoon
 - Orchestral event to run in the evening

3.7 The budget to host this event is considerable. £11,000 is being requested from Hinckley Area Committee. The indicative event costs are detailed below:

Hire of orchestra	£5,000
Staging, lighting and sound	£5,000
Staffing, promotion, etc.	£1,000

To ensure we offer the best VFM, the intention is that Hinckley Round Table will support fund the event by 50% (i.e. return £5,500 to the HAC on completion), therefore, the net expenditure to HBBC would be £5.5k.

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

4.1 The report is to be taken in open session.

5. FINANCIAL IMPLICATIONS (DW)

5.1 The cost to the council of the proposal would be of £5,500 consisting of expenditure of £11,000 offset by a 50% income contribution from Hinckley Round Table (£5,500). The proposal would require a growth form to be completed to enable it to be considered for inclusion in the Council budget for 2020-21.

5.2 The proposal would be notified to the Hinckley Area Committee which is due to meet in January 2020 to consider the overall budget proposals for the coming financial year.

6. LEGAL IMPLICATIONS (MR)

6.1 Section 145 Local Government Act 1972 empowers the Council to provide entertainment as described or to contribute to such entertainment and that provision may include the enclosing or the setting apart of any part of a park belonging to the Council or under its control.

7. CORPORATE PLAN IMPLICATIONS

7.1 The contents of the report relate to and support the People, Place and Prosperity corporate priorities, and will specifically support the delivery of the following ambition: 'Support and celebrate our cultural and heritage facilities and events for the benefits of residents and businesses alike'.

8. CONSULTATION

8.1 This report has taken account the need to work in partnership with key stakeholders who support the award winning Hollycroft Park.

9. RISK IMPLICATIONS

9.1 The following significant risk associated with this report / decisions was identified:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Inclement weather resulting in the cancellation of the event due to H&S concerns	Negotiate abortive set up costs with providers	Simon Jones

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 As with all Council hosted events this will be a free, equitable and family orientated event. Promotion will be made to all parts of the borough.

11. CORPORATE IMPLICATIONS

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

- Community Safety implications
 - Environmental implications
 - Asset Management implications
 - Procurement implications
 - Planning implications
 - Voluntary Sector
-

Background papers: None

Contact Officer: Simon Jones, Cultural Services Manager, Ext 5699

Executive Member: Cllr Keith Nichols

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Hinckley & Bosworth
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HINCKLEY AREA COMMITTEE

27 January 2020

WARDS AFFECTED: Hinckley Area

HINCKLEY AREA COMMITTEE BUDGET 2020/21

Report of Head of Finance

1. PURPOSE OF REPORT

- 1.1 To present the proposed draft revenue budget and council tax for 2020/21 for the Special Expenses Area of Hinckley.

2. RECOMMENDATION

- 2.1 That the Committee endorse the revenue and capital budgets and council tax for 2020/21.
- 2.2 That the Committee endorse the Fees and Charges for 2020/21.

3. BACKGROUND TO THE REPORT

- 3.1 This report presents the budget relating to the Special Expenses Area of Hinckley for the Committee to consider and make recommendations to Council for approval. The 2020/21 General Fund revenue budget (including the Special Expenses) will be presented to Council for approval in February 2020.

- 3.2 The budget for 2020/21 together with the latest estimate for 2019/20 is shown in **Appendix 1**. The proposed budget has been drawn up in accordance with the principles set out in the 2020/21 Budget Strategy. The key assumptions approved in this Strategy include:

- Reversal of one off growths from previous years
- 2.0% for the 2020/21 pay award has been included.
- Application of no growth on non contract supplies and services
- An increase of £0.44 in Council Tax (2.3%)

Revised budget 2019/20

- 3.3 The net budget as detailed in **Appendix 1** has been revised and has increased by £1,910. This is due to a £1,000 increase in the payment to Hinckley West Neighbourhood watch and £910 of additional salary costs.

Proposed budget 2020/21

- 3.4 The proposed expenditure budget for 2020/21 has been detailed in **Appendix 1** and has been prepared using the assumptions identified in 3.2. Compared to the Original estimate for 2019/20, service expenditure for the Special Expense Area has increased by £69,440. This is a net movement created by an increase in pay and contract inflation an additional £31,500 for an agreed contribution towards town centre car parking and £5,500 towards the Proms in the Park.

Council Tax

- 3.5 The Tax Base (number of chargeable properties) in the Special Expenses Area has increased by 1.012% in 2020/21 when compared to 2019/20. This compares against the forecast of 2.0% which was assumed in the Medium Term Financial Strategy in February 2019.
- 3.6 Although the financial settlement allows for a potential £5 increase on Council Tax the current recommendation is an increase of 2.3% (£0.44) **It is therefore recommended that the Council Tax for the Special Expenses Area is increased by £0.44 for 2020/21 to £19.41 for an average Band D property.**
- 3.7 **This equates to an average Band D increase of £1.77 over the Hinckley area tax base which is 11024.6, with a band D charge of £68.66 for 2020/21.**

Heritage Action Zone

- 3.8 The Council has put a bid in to Historic England for a £2 million project for a variety of improvements in Hinckley. Included within the programme are public realm improvements in Church Walk & Castle Street with a gross cost over £1 million. The overall package cost for the two schemes is summarised below:-

	Year 1: 2020/21 (£)	Year 2: 2021/22 (£)	Year 3: 2022/23 (£)	Year 4: 2023/24 (£)	Total (£)
Historic England	36,000	154,200	116,700	101,100	408,000
HAC	19,000	52,800	40,300	34,900	147,000
LLEP	10,000	190,000	175,000	125,000	500,000
Total	65,000	397,000	332,000	261,000	1,055,000

The overall project is still conditional on external funding. However brief details are attached in Appendix 3. The HAC are requested to make a contribution of £147,000 across 4 years to fund the schemes.

Fees and Charges

- 3.9 Fees and Charges that relate to this committee are attached in **Appendix 2**. Members are requested to review the charges and endorse the officer recommendations in the Appendix.

Balances and Reserves

- 3.10 Based on the proposed budget, balances in the Special Expense Area at 31st March 2020 and 2021 are estimated as follows:

	£
Balance at 1 st April 2019	(261,137)
Transfer to/(from) Balances 2019/2020	(102,357)
Estimated Balance at 31 st March 2020	(363,494)
Transfer to/(from) Balances 2020/2021	(1,282)
Estimated Balance at 31 March 2021	(364,776)

- 3.11 Earmarked reserves have been set aside for the Special Expense Area to meet the cost of Green Space projects within Hinckley. This reserve at 31 March 2021 is projected to be £176,463 based on the following movements:-

	£
Balance at 1 st April 2019	(153,863)
Transfer to Reserves	(20,000)
Transfer from Reserves (revenue)	0
Transfer from Reserves (capital)	10,000
Estimated Balance at 31 st March 2020	(163,863)
Transfer to Reserves	(110,000)
Transfer from Reserves (revenue)	31,500
Transfer from Reserves (capital)	29,000
Estimated Balance at 31 st March 2021	(213,363)

Capital Programme

- 3.12 The capital programme for the HAC is summarised below:

Hinckley Community Initiatives Fund	2019/20	2020/21	2021/22	2022/23
Total Annual Expenditure	10,000	10,000	10,000	10,000
Special Expenses Areas Reserves	(10,000)	(10,000)	(10,000)	(10,000)
HBBC Element	0	0	0	0

Memorial Safety Programme	2019/20	2020/21	2021/22	2022/23
Total Annual Expenditure	5,570	5,790	5,950	6,110
Special Expenses Areas Reserves	(5,570)	(5,790)	(5,950)	(6,110)
HBBC Element	0	0	0	0

Green Spaces Delivery Plan	2019/20	2020/21	2021/22	2022/23
Total Cost	2113	426,110	0	0
Less: Section 106 contributions	(2,113)	(348,812)	0	0
Less other private contributions	0	(77,298)	0	0
HBBC Element	0	0	0	0

Hinckley Action Zone	2019/20	2020/21	2021/22	2022/23
Total Cost	0	65,000	397,000	332,000
Less: Historic England grant	0	(36,000)	(154,200)	(116,700)
Less: LLEP funding	0	(10,000)	(190,000)	(175,000)
HBBC Element	0	19,000	52,800	40,300

Apart from the Heritage Action Zone is the programme is based on the current Green Spaces Delivery Plan. A detail of the plan is included at Appendix 3. These schemes are primarily funded through external contributions. Where income has not been received officers have based the contribution on the latest information available. If the actual funding is materially different to those anticipated a further report will be presented to the committee to discuss the financial implications

3.13 Any further potential schemes will be brought back to the committee before they are approved.

3.14 Members are requested to endorse the programme.

4. FINANCIAL IMPLICATIONS [IB]

4.1 Balances and reserves in this report have not been adjusted for other reports that will be presented to the Committee on the day.

Other implications are contained within the body of the report.

5. LEGAL IMPLICATIONS [MR]

5.1 None

6. CORPORATE PLAN IMPLICATIONS

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

7. CONSULTATION

7.1 None.

8. RISK IMPLICATIONS

8.1 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

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

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

10. CORPORATE IMPLICATIONS

10.1 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 x5924

Executive Member: Councillor K Lynch

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	2019/20 ORIGINAL ESTIMATE £	2019/20 REVISED ESTIMATE £
Special Expenses (HINCKLEY)		
Urban parks	468,210	468,730
Cemeteries	153,560	153,950
Contribution towards Car parking	0	0
Proms in the Park	0	0
Hinckley Town Centre Christmas Lights	2,000	2,000
Hinckley West Neighbourhood Watch	4,000	5,000
	627,770	629,680
Contribution to/(from) Reserves	20,000	20,000
Contribution to/(from) Balances	104,267	102,357
Net Expenditure	752,037	752,037
Contributions from S106 Reserves	(20,076)	(20,076)
Budget Requirement	731,961	731,961
Taxbase	38,585	38,585
Band D Council Tax	18.97	18.97
<u>Balances</u>		
Balance B/Fwd	(267,482)	(261,137)
Cont to Balances	(104,267)	(102,357)
Balance (Deficit) c/fwd	(371,749)	(363,494)
<u>Reserves</u>		
Balance B/Fwd	(156,360)	(153,863)
Cont to Reserves	(20,000)	(20,000)
Use if Reserves Revenue	0	0
Use of Reserves Capital	10,000	10,000
Balance (Deficit) c/fwd	(166,360)	(163,863)

Appendix 1

2020/21
ORIGINAL
ESTIMATE
£

488,010
166,200
31,500
5,500
2,000
4,000
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697,210
78,500
1,282
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776,992
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Category	VAT	2019/20 £	2020/21 £	% increase
Cemeteries				
Interments - Including Natural Burials				
of the body of a child up to the age of 18 yrs. inclusive.	Non-Business	No Charge	No Charge	
Interment of the body of a child up to 18 years of age is free into a single depth grave. Where interments are required at double depth or below then single depth interment charges for over 18's will apply.				
of the body of a person whose age exceeded 18 yrs. (Inc. caskets and brick graves)				
Single depth grave	Non-Business	465.00	475.00	2.15%
Double depth	Non-Business	535.00	550.00	2.80%
Triple depth grave	Non-Business	615.00	630.00	2.44%
of a cremated remains in a grave				
Casket depth / ashes scattered under turf	Non-Business	140.00	145.00	3.57%
Scattering of cremated remains in the Garden of Rest	Non-Business	106.00	110.00	3.77%
Sexton led interment - no funeral director (in addition to above charges)	Non-Business	37.00	38.00	2.70%
Note: - If resident outside special expense area = double fees				
- Except for residents who had lived within the area for at least 25 years, but who lived outside the area for health care or welfare reasons for no longer than ten years immediately prior to their death.				
- where available, work in the cemeteries on Saturdays or Sundays will attract double fees				
Exclusive rights of burial for 70 Years				
Casket plot 150 x 90cm (5'x3') (up to 2 caskets/ashes interment)	Non-Business	325.00	335.00	3.08%
Casket plot 240 x 120cm (8'x 4') (Section J only, up to 4 caskets/ashes interment)	Non-Business	0	650.00	New charge
Grave plot of a child up to the age of 18yrs (appropriate plot size) special expense area	Non-Business	No Charge	No Charge	
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside special expense area, but within borough	Non-Business	215.00	220.00	2.33%
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside of the borough (double fees)	Non-Business	430.00	440.00	2.33%
Note: -should parents opt for a grave size greater than the size of the coffin then normal grave purchase fees will apply (single fee for special expanse area, double fees for outside the borough)				
Grave plot 240 x 120cm (8'x4')	Non-Business	630.00	650.00	3.17%
Reservation fee	Non-Business	110.00	115.00	4.55%
Reassignment / Transfer of Deed	Non-Business	55.00	56.00	1.82%
Extension to EROB 30yrs	Non-Business	see above	see above	
Note: - If grave is being purchased for the interment of someone who was not resident in Hinckley then double fees apply.				
Rights to erect memorial on a grave plot				
A memorial not exceeding 105cm wide (3' 6") and 120cm high (4')	Non-Business	150.00	154.00	2.67%
A memorial not exceeding 50cm (1'8") high	Non-Business	84.00	86.00	2.38%
Memorial kerb (In garden of rest - to include plaque & 2 inscriptions)	Non-Business	120.00	123.00	2.50%
Install plaque on remembrance wall	Non-Business	100.00	103.00	3.00%
Additional Inscriptions to memorials	Non-Business	66.00	68.00	3.03%
Note: - Right to erect replacement memorials no charge.				
Other Charges (incl. VAT)				
Entries in book of remembrance per line	Standard Rated	38.00	39.00	2.63%
Service in cemetery chapel	Non-Business	120.00	120.00	-
Exhumations			Triple interment fees	Triple interment fees
Memorial bench - subject to location availability (including single plaque & 15 years bench maintenance)	Standard Rated	1,145.00	1,175.00	2.62%
Memorial bench plaque to HBBC bench, subject to availability (bench maintenance and plaque for 15 years)	Standard Rated	275.00	290.00	5.45%
Memorial tree - subject to location availability (including free standing memorial plaque)	Standard Rated	315.00	315.00	-
Search and copy per burial record (where death occurred more than 5 years before search)	Standard Rated	11.00	11.00	-
Soil removal from grave side for burial	Exempt	120.00	120.00	-
Green spaces and events				
Professional fees				
Professional Fees	Standard Rated	46.00	47.00	2.17%
Lost keys	Standard Rated	35.00	36.00	2.86%
Hollycroft Park, Argents Mead, parks and open spaces				
Hire of bandstand, parks and open spaces (commercial events) per day	Exempt	365.00	375.00	2.74%
Hire of bandstand (community events, registered charities, schools) per day	Exempt	No Charge	No Charge	
Parks and open spaces (fair and circuses)	Exempt	387.00	387.00	-
Bond (fairs and circuses)	Exempt	640.00	640.00	-
Commercial use of parks and open spaces for fitness training or dog training (annual licence fee)	Exempt	120.00	123.00	2.50%
Events				
Catering stalls (pitch 3m x 6m)	Standard Rated	70.00	74.00	5.71%
Other stalls (pitch 3m x 6m)	Standard Rated	37.00	38.00	2.70%
Additional pitch to above (pitch 3m x 6m)	Standard Rated	1/2 above	1/2 above fee	
Stall community / non profit making organisations / registered charities (promotion/display only)		No Charge	No Charge	
Leisure activities including rides	Standard Rated	50.00	51.00	2.00%
Football and cricket pitches - Adult				
Pitch per 11 matches (per season)				
Team in the Borough pitch only	Exempt	275.00	275.00	-
Team in the Borough pitch with changing room	Exempt	549.00	549.00	-
Team outside Borough pitch only	Exempt	371.00	371.00	-
Team outside Borough pitch with changing room	Exempt	686.00	686.00	-
Casual lettings - per match with facilities:	Standard Rated	74.00	74.00	-
	Standard Rated	85.00	85.00	-
Casual lettings - per match without facilities:	Standard Rated	40.00	40.00	-
	Standard Rated	52.00	52.00	-
Junior - 1/2 adult fees				

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Green Spaces Delivery Plan - Capital Programme

Year 19/20

Projects	S106/Developer Contributions	External Funding	Total Cost
Granville Road	2113	0	2,113
Total	2,113	0	2,113

Year 2020/21

Projects	S106/Developer Contributions	External Funding	Total Cost
Waterside Play Area	70,668	0	70,668
Clarendon Park (SEA)	77,664	77,298	154,962
The Greens	150,480	0	150,480
Waterside Open Spaces (SEA)	50,000	0	50,000
Total	348,812	77,298	426,110

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Project/Funding Required	Funding Source	Year 1: 2020/21 (£)	Year 2: 2021/22 (£)	Year 3: 2022/23 (£)	Year 4: 2023/24 (£)	Total (£)	Comments
Project B. Church Walk Car Park Public Realm Enhancements	Historic England	0	75,000	75,000	60,000	210,000	This is a comprehensive scheme of works to the area between Castle Street and Argents Mead incorporating the top section of Church Walk and the Church Walk Car Park. Improvements are critical to this area to allow for improved pedestrian access, movement and legibility between the historic main shopping street (Castle Street) and Hinckley's principle green space (Argent's Mead), both located within the historic setting of the former Castle (a scheduled monument). To facilitate this potential works include raised tables and new lengths of footway, a reconfiguration of the car park layout, improvement of surface materials including reinstatement of traditional materials, improved entrances to the Mead, increased interpretation of the Castle including the potential for improved access, rationalising street signage and reducing clutter, improved wayfinding, improved lighting and an opportunity area for seating/public art etc.
	Local Authority	0	25,000	25,000	20,000	70,000	
	LLEP	0	150,000	150,000	120,000	420,000	
<i>Professional Fees for Public Realm Enhancements</i>	Historic England	18,000	3,000	3,000	3,000	27,000	
	Local Authority	12,000	2,000	2,000	2,000	18,000	
Project C. Castle Street Public Realm Enhancements	Historic England	15,000	75,000	37,500	37,500	165,000	This is a proposed comprehensive scheme of works along Castle Street. Improvements are critical to renew a dated public realm and compliment associated enhancements to buildings along the street to create a better place and environment. Key issues in the area are identified in the Council's Draft Public Realm Masterplan (included below), with a range of suggested interventions identified as 'toolkit elements' including paving materials, lighting, street trees and soft landscaping, street furniture and signage, public art (and complimentary works to shop fronts). The project will be developed with community involvement and informed by the proposed layouts in the Masterplan
	Local Authority	5,000	25,000	12,500	12,500	55,000	
	LLEP	10,000	40,000	25,000	5,000	80,000	
<i>Professional Fees for Public Realm Enhancements</i>	Historic England	3,000	1,200	1,200	600	6,000	
	Local Authority	2,000	800	800	400	4,000	
Annual Total (£):		65,000	397,000	332,000	261,000	1,055,000	

	Year 1: 2020/21 (£)	Year 2: 2021/22 (£)	Year 3: 2022/23 (£)	Year 4: 2023/24 (£)	Total (£)
Historic England	36,000	154,200	116,700	101,100	408,000
Local Authority	19,000	52,800	40,300	34,900	147,000
LLEP	10,000	190,000	175,000	125,000	500,000
	65,000	397,000	332,000	261,000	1,055,000

Funding Summary

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