

LOUGHBOROUGH AREA COMMITTEE
15TH JANUARY 2019

PRESENT: The Chair (Councillor Hamilton)
The Vice Chair (Councillor Campsall)
Councillors Bradshaw, Draycott, Forrest, Hachem,
Hayes, Huddleston, Mercer, Miah, Parsons,
Parton, Smidowicz, Smith and Tillotson

Strategic Director of Neighbourhoods and
Community Wellbeing
Head of Leisure and Culture
Strategic Director of Corporate Services
Democratic Services Manager

APOLOGIES: Councillor C. Harris, K. Harris, Jukes and Morgan

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

15. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of the Committee held on 18th September 2018 were confirmed as a correct record and signed.

The Strategic Director of Neighbourhoods and Community Wellbeing responded to matters arising from the minutes and additional information requested is set out in the appendix to these minutes.

16. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

The following disclosures were made:

Councillor Miah in respect of item 5 declared a personal interest as a Trustee of Fearon Hall Trust

Councillor Lowe in respect of item 5 declared a personal interest as a Trustee of the Carillon Tower Trust.

17. QUESTIONS UNDER COMMITTEE PROCEDURE 12.8

No questions were submitted.

18. DRAFT LOUGHBOROUGH SPECIAL EXPENSES 2019/20

A report of the Head of Finance and Property Services providing information on the draft Loughborough Special Expenses for 2019/20, was submitted (item 5 on the agenda filed with these minutes).

The Strategic Director for Corporate Services, Strategic Director for Neighbourhoods and Community Wellbeing and the Head of Leisure and Culture assisted with consideration of the item and the following summarises comments and observations made by Members of the Committee and responses to questions raised:

- i. The effectiveness of the Committee to scrutinise in a timely manner the Loughborough Special Expenses was raised as a concern. It was suggested that in future years, the meeting to consider the Special Expenses be held earlier in the budget process, if possible.
- ii. Suggested that additional information about income streams and spend under the service areas be provided to the committee in future. The specific examples were around the fair and car parks.
- iii. With reference to note 5 (appendix 1) concerning the Voluntary and Community Sector Development Post, more information be provided about the funding and performance of the post.
- iv. With reference to note 9 (appendix 1), the Committee queried whether expenditure on the Outwoods was financed from the Loughborough Special Expenses.
- v. With reference to note 16 (appendix 1) concerning the Cemetery Service, information about the total amounts spent of Consultant Fees be provided to the Committee.
- vi. With reference to the Support Services re-charges, it was explained that in some cases the re-charges had increased whereas others had reduced. The variations were as a result of fluctuations in the actual officer time spent and it was explained that not all services had in place time recording for re-charging purposes.
- vii. The recent expenditure on Fearon Hall and the Carillon Tower were not set out in the report because that was Capital expenditure and Loughborough Special expenses relates to Revenue expenditure.
- viii. The Council is supporting the Carillon War Memorial Trust to submit a Heritage lottery Fund bid to tell the story of the Carillon and the Taylor Bells as well as providing new cases for its collection of war memorabilia in the run up to the Carillons centenary in 2023. Revenue funding had also been allocated to undertake internal decorating at the Carillon Tower before it re-opens.

- ix. It was suggested that a water bottle re-filling station or the possibility of using the original water fountain in the Town Centre be explored as part of the budget setting process.
- x. It was suggested that consideration be given to providing free toilet facilities in the Town Centre as part of the budget setting process.

RESOLVED

That Cabinet be advised of the above-mentioned comments and observations, when it considers the General Fund and HRA Revenue Budget report to be presented to Cabinet on 14th February 2019.

Reasons

To inform the Cabinet of the Committees views on the draft Loughborough Special Expenses for 2019/20 in accordance with its terms of reference.

19. FUTURE COMMITTEE DATES

Noted that the next meeting of the Committee to be held on 19th March 2019 and will consider the open spaces, built facilities and play and pitch strategies.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 25th February 2019 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Loughborough Area Committee.

Responses to questions and requests for additional information

**Minute No. 15 (Minute No. 13) – Loughborough Town Centre Master Plan 2018
Update on spend to date on consultants**

The contract for the preparation of the Masterplan was awarded following a competitive tendering exercise to Urban Initiatives Studio (in partnership with Montagu Evans commercial property agents) in the sum of £47,425.

Update on Nottingham Road

The Masterplan identifies several strategically important pedestrian and cycle routes connecting the town centre to destinations outside the commercial core. Nottingham Road is recognised as one such route. The Strategic Action Plan within the Masterplan identifies the prospect of securing improvements to the public realm along Nottingham Road as a long-term project of medium complexity and medium costs. No detailed work has yet been committed to the preparation of a scheme design due to the absence of allocated budgets and the progression of competing public realm schemes also recommended in the Masterplan.

**Minute No. 18 – Loughborough Special Expenses
Cemetery – Spend of Consultants**

The spend on consultants on the cemetery project is as follows:

- Expenditure to date = £22,912
- Commitments = £66,250

The spend to date has been on reviewing all the options and for environmental studies which must be completed for the suitability of potential sites.

The rest of the spend going forward is for a further detailed environmental study on the preferred option which must be completed for any cemetery site. It is very specialised work, and not a skill set expected from within the team.

Voluntary and Community Sector Development Post

The background to the creation of the Voluntary and Community Sector Development Officer can be found in the report presented to Budget Scrutiny Panel on the 3 January 2017:

https://www.charnwood.gov.uk/files/papers/bsp_03_january_2017_item_07_supplementary_information_vcs_development_officer/BSP%2003%20January%202017%20Item%2007%20Supplementary%20Information%20VCS%20Development%20Officer.pdf

The post was made permanent during the 2017/18 budget setting process.

As of mid-October 2018, the following number of groups supported, and funding secured is outlined below.

Total number of groups supported – these are not individual groups; some groups are supported every year with various items:

- Sept 15 – Mar 17 - 74
- Apr 17 – Mar 18 - 60
- Mar 18 – to date - 34

Total of external funding secured since 2015: £1,457,527.00

Groups supported with CBC grants secured total:

£282,729.00

Support needed for the sector:

- Capacity building support, including help with governance, project planning, finances, sourcing funding and making funding applications
- Working with local and national funders to best support groups with writing applications, offering training, providing information face to face/online
- Health checks which result in intensive 1-2-1 support for groups which lack capacity to review and strengthen organisation – particularly with regards to governance and policies
- Supporting groups with applications to CBC grants, especially some of the smaller groups who need additional assistance to write strong applications.

Outwood's Expenditure

The Committee queried whether expenditure on the Outwood's was financed from the Loughborough Special Expenses. It has been confirmed by the Director of Corporate Services that expenditure on the Outwood's is financed from the General Fund.