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Date: 6 January 2026

To all Members of the West Bridgford Special Expenses and Community Infrastructure Levy Advisory Group

Dear Councillor

A Meeting of the West Bridgford Special Expenses and Community Infrastructure Levy Advisory Group will be held on Wednesday, 14 January 2026 at 6.00 pm in the Council Chamber Area B, Rushcliffe Arena, Rugby Road, West Bridgford to consider the following items of business.

Yours sincerely



Sara Pregon
Monitoring Officer

AGENDA

1. Apologies for Absence
2. Declarations of Interest

[Link to further information in the Council's Constitution](#)

3. Minutes of the meeting held on 15 October 2025 (Pages 1 - 8)
4. Budget Update

Presentation – Assistant Director for Finance

5. Expressions of Interest for the Group to Consider

A Briefing Note detailing the Expressions of Interest has been circulated to the Group prior to the publication of the agenda.

Membership

Chair: Councillor D Virdi

Councillors: S Calvert, J Chaplain, S Dellar, R Mallender, P Matthews, H Om, H Parekh and J Wheeler



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Rushcliffe
Borough Council

**MINUTES
OF THE MEETING OF THE
WEST BRIDGFORD SPECIAL EXPENSES AND COMMUNITY
INFRASTRUCTURE LEVY ADVISORY GROUP
WEDNESDAY, 15 OCTOBER 2025**

Held at 6.00 pm in the Council Chamber Area B, Rushcliffe Arena, Rugby Road,
West Bridgford

PRESENT:

Councillors D Virdi (Chair), S Calvert, J Chaplain, S Dellar, R Mallender,
P Matthews, H Om, H Parekh and J Wheeler

OFFICERS IN ATTENDANCE:

J Bate	Team Manager - Planning, Monitoring and Implementation
D Hayden	Communities Manager
S Whittaker	Head of Finance
T Coop	Democratic Services Officer

APOLOGIES:

There were no apologies

1 Declarations of Interest

Councillor P Matthews declared a non-pecuniary interest in relation to West Park and Nottinghamshire County Cricket Club, advising the Group he was a member of Nottinghamshire County Cricket Club.

2 Minutes of the Meeting held on 1 October 2024

The minutes of the meeting held on 1 October 2024 were approved.

3 Minutes of the Meeting held on 9 December 2024

The minutes of the meeting held on 9 December 2024 were approved.

4 Special Expenses Budget

The Head of Finance presented the West Bridgford Special Expenses Budget and reported that at Quarter one the projected spend was marginally above budget with a variant of £11k. The Group noted this is due to West Park, 'Martins Law' and the provision of extra security measures at events and other increased pressures such as inflation, vehicle costs, National Insurance and salary costs.

The Group were presented a list of the special expenses' annuity charges paid back annually including additional charges for West Park and the Sharphill

Community Facility for 2025/26.

Councillor Calvert asked for detail of their maturity dates.

Councillor Matthews asked what affect the Local Government Reorganisation (LGR) would have on the Councils annuity charges.

The Head of Finance advised that the Council maintains details of the maturity dates should there be any requests for details and confirmed that when maturity is reached, the annual charge is removed. The Group were also referred to the West Park Enhancements 23/24, which is due to mature in 2028/29. With regards to LGR debts the Chair advised the Group these would either be consolidated when being integrated into the new authority.

The Head of Finance provided a variance commentary which highlighted an overall £5.08 (7.84%) increase on Council Tax for West Bridgford residents (10p per week) due to the significant pressures on budgets and for no increase to band D the Council needs to make £79k in savings.

The Head of Finance highlighted some of the pressures and opportunities such as rising costs around contracts and materials impacting on maintenance and repairs, increases in utilities, fuel and other contracts, increasing pay costs linked to national living wage and national insurance contributions and the decline in the usage of chargeable services not recovering, thus impacting income receipts.

With regards to opportunities the Community Development Manager provided the Group with an overview of West Park, a historic cricket ground, primarily focussed on cricket. The site includes a ten-wicket grass pitch, artificial wicket, non-turf practise area, tennis courts and a children's play area. It is also the home of West Bridgford Legion Cricket Club offering adult teams and children's nets training.

The Community Development Manager advised the Group of the Council's proposal for a 25-year lease to Nottinghamshire County Cricket Club (NCCC) to manage the West Park cricket facilities. The Group were advised NCCC's main drive would be to support women and girl's cricket at West Park with the aim to grow participation of women's and girl's cricket within the community and wider region. The Community Development Manager explained the lease would provide strategic partnership benefits such as NCCC's expertise and resources to maximise the facilities at West Park as a premier cricket hub for the region.

The Head of Finance explained the proposals would be that West Park cricket facility would transfer to the Council's General Fund and would no longer be included in the WBSE Budget.

The Group were asked to note the lease to NCCC would only include the cricket facilities, pitches and nets. The Julien Cahn pavilion, tennis courts and other pitches would remain within the West Bridgford Special Expenses Budget.

In response to the NCCC proposal, the Chair added the lease helps deliver the Council's sport strategy objectives and with the additional investment from ECB

secures the future of West Park.

Councillor Dellar asked whether the Julien Cahn pavilion would still be available for hire in the community. The Chair advised that the pavilion would remain a Council community facility.

The Group agreed the collaboration with NCCC was a great opportunity and provides a strong strategic position for the Council and would be of great benefit to the wider Borough and beyond.

The Group were presented with a list of Council facilities including parks and playing fields, Council operated community venues and their expenditure and income.

Councillor Matthews questioned why Lutterell Hall had not provided an income from its lease to the Community Rock Church and how long was left on the lease. Councillor Wheeler explained the Hall had been running at a loss prior to its lease to the church which has helped to mitigate the costs. The Head of Finance offered to check the term and report back to the Group after the meeting.

The Group were provided with a breakdown of West Bridgford events chargeable to the Special Expenses budget, such as the Christmas lights switch on event, including its infrastructure, staff recharges and support costs, hanging baskets and planters and the Lark in the Park and Food and Film Festival.

Councillor Mallender asked whether Christmas lights could be extended to other retail areas within the West Bridgford area for example, Lady Bay and Edwalton village centres adding, he had been approached by both businesses and residents requesting whether there was any support in achieving this. The Community Development Manager explained the lights are primarily designated to the town centre (Central Avenue) and a few have been extended to Melton Road. He expressed concern with regards to the cost involved with the highway infrastructure for power and restraints within the budget. Councillor Mallender felt other areas were being ignored when there was a clear appetite in the community to support extra lighting.

The Chair proposed that officers look at some feasibility work to expand the lights and provide additional costings and any financial implications. It was noted however this was not viable for this year's Christmas lights. The Head of Finance reiterated the relationship between the increased costs of the Special Expenses budget and the limitations it places on the income for the Council and therefore the need to keep costs down.

Councillor Calvert expressed that most of the events are fantastic and well attended. However, he raised concerns around the number of people and the darkness at the Christmas light switch on and felt this needed to be addressed with regards to public safety.

The Head of Finance provided some examples where savings could be made, these include:

- Reduced events – this would have an impact on resident satisfaction with a very successful event programme that supported the town centre economy
- Reduce the number of facilities 39.1% against target of 40% usage at September but with significantly oversubscribed playing pitches – look at changing models, West Park as an example of what could be achieved
- Increases in fees – impact on usage and appetite in current climate – increase of 3% already included in budget for 26/27
- Increase demand/usage – new Facility Management Team
- Ideas for other income or expenditure efficiencies?

The Group were asked to look at the key considerations, where cost increases around revenue and annuity will impact on Council Tax, thus giving an overall increase of £5.08 or 10p per week for West Bridgford residents.

The Group were then asked to consider the option of West Park transferring to the general budget, which will provide less of an impact on Council Tax, with an estimated overall increase of £1.63 or 3p per week subject to finalising budgets.

Some members of the Group asked for clarity on whether there would be any implications to local community usage if West Park remained was transferred to the general fund. The Group were advised the community facilities at Julien Cahn Pavilion, tennis courts and pitches would remain in the WBSE. In addition, the Group were advised that it would only be the cricket provision that would transfer, as its primary usage would be with NCCC and would attract usage from a wider regional area with tax implications for West Bridgford residents.

Councillor Calvert raised his concerns that the Group were being asked to make a decision/recommendation on something they knew very little about and was disappointed there had not been any reports circulated prior to the meeting and would prefer to make his decision at a future meeting.

Councillor Mallender echoed Councillor Calverts concerns, stating this was the first time that Councillors and in particular members of the opposition groups had been made aware of this recommendation and would have preferred more time to discuss.

The Chair informed the Group that the proposal was still work in progress, and although reported and discussed at Cabinet on 14 October 2025 with a recommendation for approval by Council, all Councillors will have the opportunity to debate the final proposal at Full Council on 5 March 2026.

The Group discussed future meetings of the WBSE and CIL Advisory Group and their preference of having reports circulated prior to the meeting in future as some members felt the Group should have more of a role in strategic

decisions. The Group also requested a budget update at its meeting in January and suggested that in future the Group meets twice a year.

5 Community Infrastructure Levy (CIL) Update

The Team Manager – Monitoring and Implementation for Planning and Growth presented the Community Infrastructure Levy (CIL) balances for the West Bridgford area as follows:

- £192,526.82 Neighbourhood CIL
- £119,220.55 Additional 10% Strategic CIL (spendable on Health, Secondary Education, Sports Pitches and Indoor sports or measures to improve transport and promote bus priority measures)

The Group were advised that a £100k Communities project had already been submitted and this would be presented at the CIL Advisory Group meeting to be scheduled for January 2026.

The Group were then asked to consider the timeline for a call out for expressions of interest (October/November) followed by officer assessment of submissions (December) and a further meeting of the WBSE and CIL Advisory Group (January) to consider the submissions.

The Chair reminded the Group that the CIL criteria for neighbourhood projects must relate to new infrastructure projects and cannot support any on-going maintenance or financial commitments. The Chair asked the Team Manager – Monitoring and Implementation to circulate the guidance with group members.

Councillor Parekh questioned measures to improve transport and asked whether this was a County Council matter. The Team Manager – Monitoring and Implementation advised this would be considered within the additional 10% strategic CIL monies which is collected to support infrastructure within the Borough, for example a Park and Ride or priority bus scheme. It was noted that Nottinghamshire County Council could submit such a scheme.

Councillor Wheeler advised that the East Midlands Combined County Authority (EMCCA) were already looking at bus improvement schemes with a substantial budget from central government to do this. He stated the West Bridgford Strategic CIL is better used elsewhere on other community infrastructure projects.

Councillor Calvert asked a specific question in relation to the £100,000 that appeared to be submitted by officer for Community projects a head of public submissions and asked whether this would be considered by the Group at the assessment stage. The Team Manager – Monitoring and Implementation explained that the Group were effectively acting in place of Town/Parish Council for West Bridgford and if it appeared officers were pushing Council projects through this was not the case and that there needs to be a call out consultation process first. The Chair added that all projects either submitted by officers or community groups if they meet the guidance criteria would be considered by this Group at its next meeting to be scheduled in January 2026.

Councillor Calvert raised his concerns that one meeting would not be enough time for the Group to fully discuss projects. The Chair explained that it is a robust consultation process that includes feedback from residents, Councillors and other local community groups, adding that the process is transparent and accountable. The Team Manager – Monitoring and Implementation explained that initially there is the call out for projects, these are then checked to ensure they meet the criteria in the guidance and then they go out for consultation to identify community support. Councillor Wheeler supported the process and stated it was a great opportunity to direct funding where it is needed within the communities of the West Bridgford area.

It was noted that officers would share the slides from the previous meeting of the West Bridgford Special Expenses Group from October 2024 to assist new members of the Group with the Terms of Reference in relation to CIL funding.

The Group supported the call out proposals and agreed these would be considered at the next meeting of the CIL Advisory Group to be scheduled for 14 January 2026.

Actions from the meeting on 15 October 2025

Min No.	Action	Officer
	Share slides from previous meeting	Sarah Whittaker / Dem Services – Completed emailed to the Group 4 November 2025
	How many years are left on the Lutterall Hall Lease (Cllr Matthews)	Sarah Whittaker – Completed 4 November 2025 email sent to Group
	Feasibility work to expand the Christmas lights to other areas in WB e.g. Lady Bay and Melton Road (Cllr Virdi & Cllr Mallender)	Derek Hayden / Sarah Whittaker
	Cllrs proposal for an earlier meeting in relation to WBSE 's for next year 2026 – the Group felt October was too late for them to have a role in any strategic decisions (Cllr Calvert & Cllr Chaplain)	Sarah Whittaker / Pete Linfield – Aim to schedule the WBSE budget meeting mid-September 2026
	Updated CIL Guidance to be circulated to the Group	James Bate – Completed email sent to Group 23 October 2025
	Further meeting agreed for 14 January 2026 to cover CIL Expression of Interest and a short update on WBSE's –	Dem Services to set date James to collate EOI Sarah – provide or circulate an update – Meeting date confirmed for a CIL Advisory Group meeting

The meeting closed at 7.36 pm.

CHAIR

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