

Heanor & Loscoe Town Council

Town Hall, Market Place,
Heanor, Derbyshire DE75 7AA

Mrs. Laura West
Town Clerk & Responsible Financial Officer

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1 May 2024

To: The Town Mayor and Members of Heanor and Loscoe Town Council.

Dear Councillor

You are summoned to attend the Annual Meeting of Heanor and Loscoe Town Council to be held at **7.00pm** on Thursday 9 May 2024 in the Council Chamber, Town Hall, Market Place, Heanor.

Members are asked to sign the attendance sheet for the meeting and to complete the Declaration sheet (if appropriate). These will be in the Council Chamber.

Yours sincerely


Mrs Laura West
Town Clerk/RFO



Heanor and Loscoe Town Council

Public Information

1. Attendance at Meetings:

You are welcome to attend Council meetings:

These are held in the Council Chamber on the second floor of the Town Hall, Heanor starting at 7pm. Access is through the main entrance off the Market Place. Facilities include: -

- Car parking on the Market Place
- Accessible lift
- Accessible toilets on the first floor of the Town Hall
- Public seating at the rear of the Council Chamber
- An induction loop

If you have any special requirements, please contact us so we can help.

We may deal with confidential business towards the end of the meeting, and the Mayor or Chairman will ask you and the press to leave at this point.

A calendar of Council meetings is available on the Council's website or by contacting us.

2. Emergency Evacuation Procedure:

If the alarm sounds, please vacate the building using the main staircase. Assistance will be provided if required. **The lift must NOT be used.**

3. Taking part in Council Decisions

Members of the public who are on the Heanor and Loscoe Town Council register of electors or are Heanor and Loscoe Town Council Taxpayers or Non-domestic Taxpayers may ask questions of the Council at ordinary meetings of the Council. The total period for questions by the public at a Council meeting shall be 15 minutes. A member of the public may speak for no more than 3 minutes.

A question may only be asked if notice has been given by delivering it in writing or electronic mail to the Town Clerk no later than 5.00pm three working days before the Council meeting (i.e., on Monday when Council meets on the Thursday). The notice must give the name of address of the questioner. Any question submitted after this day will be received at the discretion of the Mayor.

At anyone meeting no person may submit more than one question, and no more than one such question may be asked on behalf of one organisation.

The Town Council may reject a question if it:

- i) is not about a matter for which the Council has a responsibility, or which affects Heanor and Loscoe
- ii) is defamatory, frivolous, or offensive
- iii) is substantially the same question which has been put at a meeting of the Council in the past six months
- iv) requires the disclosure of confidential or exempt information

The Mayor will invite the questioner to put the question to the Council. If the questioner who has submitted a written question is unable to be present, he/she may ask the Mayor to put the question on his/her behalf. In the absence of the questioner, the Mayor may ask the question on the questioner's behalf, indicate that a written reply will be given, or decide that the question will not be dealt with.

The Clerk shall afford to the press reasonable facilities for taking their report of any proceedings at which they are entitled to be present.

If a member of the public interrupts the proceedings at any meeting, the Mayor may, after warning, order that he/she be removed from the Council Chamber or that the part of the Chamber open to the public be cleared.

AGENDA

PART 1 – NON CONFIDENTIAL INFORMATION

1. To Elect a Mayor
2. To Elect a Deputy Mayor
3. To Elect a Leader
4. To receive apologies for absence. (apologies must be submitted to the Town Clerk via e-mail: townclerk@heanorloscoetowncouncil.gov.uk)
5. Declaration of Members Interests/Update of Register - if you require guidance from the Town Clerk this must be sought well in advance of the meeting and, in any event, by no later than 5pm, two working days before the day of the meeting.

Please note: Members must ensure that they complete the Declarations of Interest Sheet prior to the start of the meeting. Column 5 of the Declaration of Interest sheet must be completed in all cases to indicate the action to be taken (i.e., to stay in or leave the meeting prior to any consideration or determination of the item).

The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.
6. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
7. *Public Speaking (15 minutes)
 - (a) A period of not more than 3 minutes (per individual/issue) will be made available for members of the public and Members of the Council to comment on any matter.
 - (b) If the Police Liaison Officer, a County Council or District/Borough Council Member is in attendance they will be given the opportunity to raise any relevant matter.
8. To confirm minutes of the Town Council meeting held 4 April 2024
9. To receive minutes of the Executive Committee meeting held 15 April 2024
10. Exclusion of Public

11. Town Council – Items for Decision/Action
- (a) The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
- (b) To consider Committee Structure
- (c) Town Council calendar of meetings for 2024/25
- (d) Town Council representatives to Outside Bodies
- (e) To review account signatories
- (f) Donation from Showman's Guild
- (g) Events – D Day Event
- (h) To consider Sponsorship of Heanor Juniors Football Tournament
- (i) Town Council Policies (Exec min 062 – 2023/4 refers)
12. Derbyshire Association of Local Councils
April 2024 Newsletter

13. FINANCE

- (a) Bacs Payments for approval (March)

Payee	Description	Nett	Vat	Gross
Staff	Salary/wages/mayoral all	4759.02	00.00	4759.02
SAWE	Funding	500.00	00.00	500.00
Mundy C of E	Trophy sponsorship	175.00	00.00	175.00
Dorma UK	Safety shutters - FS	2891.40	578.28	3469.68
Lite Ltd	Removal of tree lights	850.00	170.00	1020.00
Ricoh UK	Photocopier rental/copies	263.14	52.63	315.77
XLN	3 x line rental + calls	240.36	48.07	288.43
Petty cash	Miscellaneous	98.25	00.00	98.25
It'seeze Website	Radiator call out	2240.00	448.00	2688.00
Tudor Landscapes	Replace damages tiles	35.95	00.00	35.95
Tudor Landscapes	Install wall stops	46.00	00.00	46.00
D&CS Ltd	Water temp monitoring	240.00	48.00	288.00
It'seeze Website	1 month subscription	50.00	10.00	60.00
Microsoft	E-mail licences	1352.40	270.48	1622.88
Microsoft	E-mail licences	123.60	24.72	148.32
Waterplus	Water supply - WS	132.33	00.00	132.33
EDF energy	Gas supply	601.38	27.67	629.05
Carlin Security	Security services	225.00	00.00	225.00
Waterplus	Water supply downstairs	32.24	00.00	32.24
Smartest Energy	Gas supply - WS	231.24	46.25	277.49
Petty cash	Miscellaneous	98.25	00.00	98.25
Waterplus	Water supply upstairs	366.62	00.00	366.62
British Gas	Electricity supply - TH	755.73	151.14	906.87

James Hall Plumb	Gas service/drains	540.00	00.00	540.00
Nat West	Bank charges	23.10	00.00	23.10
EDF Energy	Gas supply - FS	117.50	23.50	141.00
Tudor Landscapes	Replacement bench - WS	135.00	00.00	135.00
Tudor Landscapes	Remove river debris - RR	135.00	00.00	135.00
Pride Electrical	Lighting repairs	800.30	160.06	960.36
AVBC	Charles Hill Fit Out	100000.00	00.00	100000.00
Tudor Landscapes	Yard maintenance - FS	45.00	00.00	45.00
Derbyshire CC	Superannuation	999.33	00.00	999.33
HMRC	Paye, NI	1002.39	00.00	1002.39
DDL Pat Test	Portable Appliance Test	90.00	18.00	108.00
Total		120195.53	2076.80	122272.33

(b) Income for March 2024

Town Hall lettings	2057.00
Town Hall Rents	00.00
Enviro/events	60.00
Wilmot St Centre	1358.25
Fire Station	1000.00
Other	375.95
Total	4851.20

- (c) To receive Bank Reconciliation – March 2024
- (d) To consider Town Council Insurance Cover 2024/25 (to follow)
- (e) To receive Income/Expenditure Account & Balance Sheet for financial year ending 31/03/2024
- (f) To receive Supporting Notes to the Accounts for financial year ending 31/03/2024
- (g) To receive Internal Audit report for Financial Year 2023-2024
- (h) To approve the Annual Governance Statement for 2023-2024
- (i) To approve the Accounting Statements for 2023-2024

14. Funding Applications

Derbyshire Unemployed Workers Centre - £1000.00 + 3 hrs per week free room hire.

To support a trained advisor for one session per week at Heanor Town Hall.

15. Items for Information

Nick Beswick has resigned from his position as Councillor to Heanor and Loscoe Town Council.

(b) Miscellaneous

16. PLANNING/ENVIRONMENT/LICENSING

AVA/2024/0216 – Scarsdale House Farm, Loscoe Denby Lane, Loscoe, Heanor, Derbyshire, DE75 7RX

Demolition of barn and erection of dwelling house. **Decision expected 21 May 2024.**

AVA/2024/0265 – M&A Manufacturing, 5 Loscoe Road, Heanor, Derbyshire, DE75 7FF

Non material amendment to AVA/2021/0458 for alternative finishes to the front and side elevation of Loscoe Road and Park Street. To keep the store signage fronts which are brick/timber plinths painted in black to help tie the elevation into each other. To keep the “co-operative” artstone on the front elevation. Update to the plans to rationalise the layout in particular the bathrooms to shower rooms. **Decision expected 2 May 2024.**

AVA/2024/0253 – 200 Loscoe Denby Lane, Denby Village, Ripley, Derbyshire, DE5 8PP

Erection of rear dormer to include Anthracite coloured horizontal cladding and erection of single storey rear extension. **Decision expected 12 June 2024.**

PART 11 – CONFIDENTIAL INFORMATION

To move the following resolution – ‘That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw’

17. Land at Roper Avenue

18. Date of Next Town Council Meeting – 4 July 2024.

*** Members of the public may address the Town Council within the Public Participation section of the meeting in line with Heanor and Loscoe Town Council Standing Orders – copies of which are available from the Town Council office.**