

**HEANOR & LOSCOE  
TOWN COUNCIL  
Town Hall, Market Place,  
Heanor, Derbyshire DE75 7AA**

**Town Clerk**

Mr Andrew Sharpe

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27 August 2024

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

Dear Councillor

You are summoned to attend the meeting of Heanor and Loscoe Town Council to be held at 7pm on Thursday 5 September 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 of Interest sheet (if appropriate). These will be in the Council Chamber.

Yours sincerely

*A Sharpe*

Andrew Sharpe  
Town Clerk

**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 and 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 receive apologies for absence.
  - (a) To consider an absence approval request .  
(Please note all apologies must be submitted directly to the Town Council office prior to the meeting)

2. 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.

3. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.

**RECOMMENDED** that Council note any dispensations and in addition approve a six month dispensation for non-attendance at Council meetings for Councillors Parr and Burrell.

4. \*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. Please note questions to the Council will only be received in line with Standing Orders and 'Taking Part in Council's Decisions' given in the Public Information section of the agenda.
  - (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.

5. To confirm the minutes of the Town Council meeting held Thursday 6 June 2024.

**RECOMMENDED** to approve the minutes of the Town Council meeting held on 6 June 2024 as a true record.

6. To confirm the minutes of the Extraordinary Meeting of the Town Council held on Tuesday 30 July 2024.

**RECOMMENDED** to approve the minutes of the Town Council Extraordinary meeting held on 30 July 2024 as a true record.

7. To receive the minutes of the Executive Committee Meeting held Thursday 16 July 2024.  
**RECOMMENDED** to receive the minutes of the Executive Committee meeting held on 16 July 2024 and note that all decisions have been dealt with.

8. Exclusion of Public

**RECOMMENDED** to confirm no items will be taken with the public excluded at this meeting.

9. Town Mayor's Announcements

10. Report of the Town Clerk

- (a) To agree Committee Structure including membership and terms of reference.

**RECOMMENDED** to replace Councillor Beswick with Councillor Howard on the Executive Committee and the other structures be considered by the Executive Committee prior to consideration of the Town Council.

(b) Sponsorship of the Gregg Cup & Heanor Town Football Club Fireworks

The Town Clerk will report on the annual costs of these two events.

**RECOMMENDED** to consider the longer term sponsorship agreements for the Gregg Cup and The Heanor Town Fireworks.

(c) Civility & Respect Pledge

The Town Clerk will report on the possible adoption of the Civility & Respect Pledge recommended by DALC, NALC and the SLCC.

By signing the Pledge, the Council -  
is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

**RECOMMENDED** to adopt the Civility and Respect Pledge.

(d) Events

The Town Clerk will report on the ongoing discussions taking place to provide Remembrance Day and the Opening of the Christmas Lights. In addition there is an outstanding request for £3000 funding for events suggested by Councillor Alex Stevenson. No grant application form has yet been received. If an application with clear details is not received in time for Members to consider this will not be discussed and will be withdrawn.

**RECOMMENDED** to note the arrangements for forthcoming Events.

(e) Speed Indicator Signs

The Town Council have in the past considered the introduction of Speed Indicator Devices. One site has now been designated by the County Council at Loscoe Denby Lane and therefore Council are asked to consider if they wish to move this project forward.

**RECOMMENDED** to consider the approval of the installation of a Speed Indicator Device at Loscoe Denby Lane at a cost of around £3000.00 to be met from balances.

(f) Bye Elections

The Town Clerk will report on the recent and forthcoming bye-elections including anticipated costs (that will be met from balances) and issues with polling cards.

**RECOMMENDED** to consider the report and resolve as the Town Council see fit.

(g) Derbyshire County Council Library Provision Consultation (Closes 2 November 2024)

Town Clerk to report of the above consultation.

**RECOMMENDED** to approve a response from the Town Council.

(h) Ward Reviews – Derbyshire County Council

The Town Clerk will report on the above review outcome.

**RECOMMENDED** to consider the report and resolve as the Town Council see fit.

(i) Derbyshire County Council Review of Older person support and residential Care homes

The Town Clerk will report the response sent by the Town Council..

**RECOMMENDED** to note the report.

(j) Financial Regulations

Following the appointment of a Town Clerk and separate Responsible Financial Officer (RFO), Financial Regulations should be updated so that where the Town Clerk/RFO is referred to it should read Town Clerk or RFO.

**RECOMMENDED** that Financial Regulations be amended so that where the Town Clerk/RFO is referred to it should read Town Clerk or RFO.

11. Conclusion of Audit of Accounts 2023/24

**RECOMMENDED** to note the conclusion of the Audit of Accounts 2023/24 and the report of the External Auditor.

12. Finance (documents enclosed)

- (a) Bacs payments – May 2024 – July 2024
- (b) Income for May – July 2024
- (c) Bank Reconciliations – May 2024 – July 2024

**RECOMMENDED** to approve these documents.

13. Grant Aid Applications  
3<sup>rd</sup> Loscoe Brownies £600

**RECOMMENDED** to consider and determine the grant application.

14. Allotments

The Town Clerk will update the Council on management issues at the various allotment sites.

**RECOMMENDED** to note the report.

15. Planning/Environment/Licensing

**AVA/2024/0307 – Scarsdale House Farm, Loscoe Denby Lane, Loscoe, Heanor, Derbyshire, DE75 7RX**

Replacement Dwelling.

**AVA/2024/0484 – The Country Park Tavern, Old Coppice Side, Marlpool, Heanor, Derbyshire, DE75 7DJ**

Proposed conversion from former public house into 10, 2 bedroom apartments.

**AVA/2024/0485 – Harlite Installations Ltd, Midesco House, Burns Street, Heanor, Derbyshire, DE75 7FY**

Proposed residential development of nine houses, with access road and parking.

**AVA/2024/0487 – 39 Wilmot Street, Heanor, Derbyshire, DE75 7EF**

New outbuilding to replace existing garage.

**AVA/2024/0530 – Co-operative Society Ltd, Holbrook Street, Heanor, Derbyshire, DE75 7AY**

Advertisement consent for 2 x fascia panel, 1 x window vinyl, 7 x vinyl panels.

**AVA/2024/0542 – Land Between 22 & 24 Brook Street, Loscoe, Heanor, Derbyshire**

Outline application for housing.

**AVA/2024/0556 – Land Adjacent to 7 Lake Gardens, Loscoe, Heanor, Derbyshire**

Variation of condition 2 (approved plans) of AVA/2021/0708 to install a 1.8m composite fence around perimeter.

**AVA/2024/0526 – Former Heanor Grammar School, Ilkeston Road, Heanor, Derbyshire**

Listed building consent to install 2 No.doors into existing openings on the first floor.

**AVA/2024/0552 – 20 Julie Avenue, Heanor, Derbyshire, DE75 7HW**

Single storey side extension.

**AVA/2024/0559 – 8 Victoria Avenue, Heanor, Derbyshire, DE75 7SA**

Two storey side and rear extension.

**AVA/2024/0577 – 47 Loscoe Road, Heanor, Derbyshire, DE75 7FG**

Change of use from dwelling house to a house of multiple occupancy for 8 people including a single storey rear extension.

**RECOMMENDED** to note the applications and make representations where Council see fit.

## PART 2 – CONFIDENTIAL INFORMATION

If necessary, 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’

16 Date of Next Town Council Meeting.

\* Please note questions to the Council will only be received in line with Standing Orders and ‘Taking Part in Council’s Decisions’ given in the Public Information section of the agenda.