

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

**Town Clerk**

Mr Andrew Sharpe

Tel No. 01773 533050

E-Mail: [admin@heanorloscoetowncouncil.gov.uk](mailto:admin@heanorloscoetowncouncil.gov.uk)  
[www.heanorloscoetowncouncil.gov.uk](http://www.heanorloscoetowncouncil.gov.uk)



26 September 2025

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 2 October 2025 in the Council Chamber, Town Hall, Market Place, Heanor.

Members are asked to sign the attendance sheet for the meeting.

**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.**

Yours sincerely

**A Sharpe**

Mr 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.

The Mayor will invite the questioner to put the question to the Council. If the questioner has submitted a written question and is unable to be present, he/she may ask the Mayor to put the question on his/her behalf.

**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

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.

In addition to consider any requests for dispensation for non-attendance at Council Meetings.

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.
  - (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.

**This concludes the public speaking session - 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.**

5. To confirm minutes of the Town Council meeting held Thursday 4 September 2025

**RECOMMENDED** to approve the minutes as a true record and be signed by the Mayor.

6. Town Mayor's Announcements

7. Town Council - Items for Decision/Action

- (a) Town Warden

The Town Council is **RECOMMENDED** to approve the appointment of a Parish/Town Warden on a 15 hour per week contract. Costs to be contained within the current budget/balances. A copy of the job description will be circulated to Members separately together with details of the costs of a proposed van.

- (b) Henry Garnett Fireworks Sponsorship

**RECOMMENDED** to approve a grant of £3000 on condition of reduced entrance fee.

- (c) Grant Applications

**RECOMMENDED** to consider grant applications from Salcare, Stepping Stones and Infinite Wellbeing.

- (c) Town Hall and CAB door entry system

**RECOMMENDED** to approve the installation of a door entry control system – Quotes will be available at the meeting.

(d) Speed Indicator Device request

**RECOMMENDED** to consider a request for a speed indicator device at High Street.

(e) Emergency Works

To note expenditure on emergency works to repair Fire Station Roof (£750.00) and Remove Mature Tree at Glue Lane Allotments (£1600.00).

(f) Community Governance Review

A Community Governance Review (CGR) is the legal process used to consider parish arrangements, as outlined in the Local Government and Public Involvement in Health Act 2007.

The Review can consider:

- Amending parish boundaries
- Creating, merging or abolishing parishes
- The naming of parishes and the style of new parishes
- The electoral arrangements for parishes (council size and parish warding), and
- Grouping parishes under a common parish council or de-grouping parishes.

The Borough Council is today publishing two documents. A Terms of Reference document which provides the framework that the Council will work within when creating the review's recommendations, as well as an Initial Consultation Document which outlines, for each parish in the Borough, possible amendments to existing arrangements. Copies of both documents are available on the Council's website at this link: [Community Governance Review](#).

We are inviting all stakeholders such as town and parish councils, elected representatives and members of the public to read these documents and complete a short survey to provide their views. The survey can be accessed on Amber Valley Borough council Website.

Council may wish to contribute to this consultation.

(g) Meeting Venues

Town Council to consider venues for Council Meetings.

(h) Matters raised by Councillor A Stevenson for approval

- (1) Purchase of a defibrillator.
- (2) Weed control on Market Place and Highways.
- (3) Purchase of Snow Machines for Christmas Lights.

8. Finance

- (a) Bacs payments – August 2025
- (b) Income for August 2025
- (c) Bank Reconciliation – August 2025
- (d) External Audit Report

9. Planning/Environment/Licensing

|                                      |   |
|--------------------------------------|---|
| <a href="#"><u>AVA-2025-0655</u></a> | <b>32 Loscoe Denby Lane Loscoe Heanor Derbyshire DE75 7RW</b><br>Removal of front wall and side hedge to front of property and creation of vehicular access |
| <a href="#"><u>AVA-2025-0649</u></a> | <b>20 Thorpe Hill Drive Marlpool Heanor Derbyshire DE75 7DN</b><br>Proposed single storey rear extension  |
| <a href="#"><u>AVA-2025-0643</u></a> | <b>12 Brook Street Loscoe Heanor Derbyshire DE75 7LP</b><br>Replace existing timber garage with outbuilding   |

10. Exclusion of Press and Public

**RECOMMENDED** – ‘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’

11. Councillor and Employment matters.  
Town Clerk to report.