

Heanor & Loscoe Town Council

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

Mrs. Laura West
Town Clerk & Responsible Financial Officer
Tel: (01773) 533050
www.heanorloscoetowncouncil.gov.uk
E-Mail: admin@heanorloscoetowncouncil.gov.uk



23 March 2021

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 **7.00pm** on Thursday 1 April 2021.
This will be a virtual/online meeting.

Join Zoom Meeting

<https://zoom.us/j/92461348558?pwd=WWiOT0tOdndTM1M4cjdzVndnbi82QT09>

Meeting ID: 924 6134 8558

Passcode: 803464

One tap mobile

+442034815240,,92461348558#,,,,*803464# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

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; due to the current Covid-19 situation all meetings will be on-line/virtual meetings.

2. 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 of time for questions by the public at a Council meeting shall be 15 minutes.

A question may only be asked if notice has been given by delivering it in writing or by fax 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.

At any one 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 meeting.

PLEASE NOTE

This meeting may be filmed and recorded.

Attendees at the meeting will be muted by default, except for attendees accessing the meeting via a phone line.

If you wish to speak then please raise your hand – the Chair will then unmute you for you to speak.

Voting will be by show of hands, again except for attendees accessing the meeting via a phone line – who will be asked to indicate their vote verbally.

AGENDA

PART 1 – NON CONFIDENTIAL INFORMATION

1. To receive apologies for absence. (apologies must be submitted to the Town Clerk via e-mail: town.clerk@heanorloscoetowncouncil.gov.uk – apologies submitted via a third party will not be accepted)
2. Declaration of Members Interests/Update of Register
3. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
4. *Public Speaking (15 minutes)
 - (a) A period of not more than 5 minutes (per individual/issue) will be made available for members of the public and Members of the Council to comment on any matter.
5. To confirm minutes of the Town Council meeting held 4 March 2021 (enc)
6. To receive minutes of the Human Resource Committee held 16 March 2021 (enc)
7. Exclusion of Public
8. Town Council – Items for Decision/Action
 - (a) Salary and Job Description Review – Assistant to the Town Clerk (HR Min 021-2020/21 (d) refers)
 - (b) Heanor and Loscoe Town Council Staff Absence Policy (HR Min 021-2020/21 (e) refers)
 - (c) Update on holding of Remote Meetings.
 - (d) NHS/Keyworkers Bench
9. Derbyshire Association of Local Councils
Meeting notes from Zoom enabled meeting 10 March 2021

10. Finance

(a) Bacs Payments for approval

Payee	Description	Nett	Vat	Gross
February				
Staff (March)	Salary/Wages/mayoral allowance	3583.04	00.00	3583.04
Haven Power	Electricity to Town Hall	394.42	78.88	473.30
Opus Energy	Gas supply – TH	603.86	180.16	1080.95
Opus Energy	Gas supply – WS	296.93		
Opus Energy	Gas supply – FS	136.34	6.82	143.16
Derbyshire CC	WW land licence	10.00	00.00	10.00
Wm Frost	Car Park Rental	850.00	00.00	850.00
Tudor Landscapes	Removal of signage	15.00	00.00	15.00
Mayers Design	Sculpture profiling	576.00	115.20	691.20
Derbyshire CC	Superannuation	802.46	00.00	802.46
Tudor Landscape	Grit bin/ FS repairs	109.43	00.00	109.43
Dorma UK Ltd	Shutter door service	261.00	52.20	313.20
Tudor Landscapes	Maintenance/grit bin	1353.55	00.00	1353.55
AVBC	Grit bin refill	192.54	00.00	192.54
XLN	3 line rental/calls/broadband	191.76	38.35	230.11
Inland Revenue	Paye/Nl	753.71	00.00	753.71
O Heap & Son	Fire extinguisher service	601.25	120.25	721.50
Information Comm	Data protection fee	35.00	00.00	35.00
Petty Cash	Reimbursement	102.03	9.41	111.44
Tudor Landscapes	Guttering repair	173.73	00.00	173.73
AMP Electrical	Electrical works	550.00	110.00	660.00
Kirk Contracts	Window cleaning	58.85	11.77	70.62
Total		11650.90	723.04	12373.94

(b) Income for February 2021

Town Hall lettings	247.50
Town Hall Rents	333.33
The Old Fire Station	1000.00
Vat Refund	4428.75
Other	174.90
Total	6184.48

(c) Bank Reconciliation February 2021 (enc)

11. Clerks Report

AVBC has responded to our complaint relating to bird droppings on the former Nat West property on Heanor High Street. They are aware of this issue and looking into it.

Many unused chairs from the Town Hall have been donated to a local Scout Group.

12. Planning/environment/licensing

AVA/2021/0215 – 1 Trinity Way, Heanor, Derbyshire, DE75 7UW

Erection of brick boundary wall to front of property. **Decision expected 22nd April 2021.**

AVA/2021/0014 – 4 Watkinson Street, Heanor, Derbyshire, DE75 7FX

Two 3 storey semi-detached dwellings. **Decision expected 24th March 2021.**

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’

13. Date of Next Town Council Meeting – 13 May 2021

*** 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.**