

# Heanor & Loscoe Town Council

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

**Mrs. Laura West**

Town Clerk & Responsible Financial Officer

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26 January 2023

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 February 2023 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

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 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.

At any 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.  
(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.
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. 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.
  - (c) Leader's Report
5. To confirm minutes of the Town Council meeting held Thursday 12 January 2023.
6. To receive minutes of the Extraordinary meeting of the Town Council held Wednesday 25 January 2023.
7. To receive minutes of the Events committee meeting held Wednesday 25 January 2023.
8. Exclusion of Public
9. Town Mayor's Announcements
10. Town Council – Items for Decision/Action
  - (a) AVBC – Future High Street Fund
  - (b) Leigh Turner – Project Manager – Update on Future High Street Fund Project.
  - (c) Charles Hill Playing Fields Development
  - (d) PWLB application

11. DALC  
January Newsletter

12. Finance

(a) Bacs Payments (December - wages January)

Payee	Description	Nett	Vat	Gross
Derbyshire CC	Superannuation	909.18	00.00	909.18
HMRC	Paye, NI	894.46	00.00	894.46
Staff/Mayor	Wages/allowance	4761.84	00.00	4761.84
Pride Electrical	Emergency light repair - TH	130.00	26.00	156.00
De-fib Store	De-fib cabinet	60.00	12.00	72.00
James Hall Plumbing	Drains and radiator	395.00	00.00	395.00
Chubb F & S Ltd	Fire Risk Assessment – TH	489.00	97.80	586.80
Tudor Landscaping	Toilet decorating - WS	193.00	00.00	193.00
Tudor Landscaping	Toilet tiling	238.00	00.00	238.00
AVBC	Rates	1237.00	00.00	1237.00
XLN Telecom	Phone lines and broadband	237.17	47.43	284.60
SJAB	1 <sup>st</sup> Aid Cover - Xmas	375.00	75.00	450.00
Opus Energy	Gas supply – TH&WS	1662.90	332.58	1995.48
Page Whelan	Christmas Cards	168.00	33.60	201.60
Hilltop Visual	Audio/visual equipment	6681.93	1336.38	8018.31
Tudor Landscape	Parish sign	235.00	00.00	235.00
Opus Energy	Gas supply – FS	190.86	9.54	200.40
Pictorial	Xmas correx board	36.00	00.00	36.00
Nat West	Bank charges	22.75	00.00	22.75
Page Whelan	War Graves Leaflet	325.00	00.00	325.00
Pride Electrical	Light to lift plant room	100.00	20.00	120.00
Chubb F & S Ltd	Work to intruder alarm	448.62	89.73	538.35
Ricoh UK Ltd	Photocopier rental/copies	145.35	29.07	174.42
Waterplus	Water supply – WS	80.10	00.00	80.10
Drax Energy	Electricity supply - TH	547.63	109.53	657.16
Drax energy	Electricity supply - TH	482.64	97.94	580.58
<b>Total</b>		<b>21046.43</b>	<b>2316.60</b>	<b>23363.03</b>

(b) Income for December 2022

Town Hall lettings	2491.00
Town Hall	00.00
Wilmot Street	2330.50
Fire Station	2000.00
Environment	00.00
<b>Total</b>	<b>6821.50</b>

(c) Bank Reconciliation – December 2022

(d) Town Council Debit Card

13. Items for Information

(a) Clerk's Report

Councillor Vacancies

Under Section 85 of the Local Government Act (failure to attend meetings for a period of 6 months) Councillor S Danvers has lost her seat on Heanor and Loscoe Town Council.

Under Section 85 of the Local Government Act (failure to attend meetings for a period of 6 months) Councillor S Hart has lost her seat on Heanor and Loscoe Town Council.

Planning Application Decision Delays

AVBC have experienced a delay in decision making on applications. This was due to a number of vacant officer positions and a shortfall of planners in the jobs market. There is now a number of planning consultants in place which will hopefully help the burden in the coming months.

(b) For Information

Parish and Town Council Liaison Forum – 5.00pm, Monday 13 March 2023 at County Hall, Matlock.

14. Planning/Environment/Licensing

**AVA/2022/1113 – 3 Stainsby Avenue, Heanor, Derbyshire, DE7 7EL**

Proposed alteration and extension to rear elevation. **Decision expected 15<sup>th</sup> February 2023.**

**AVA/2022/0843 – Retirement Home, Ashfield House, 34 Mansfield Road, Heanor, Derbyshire, DE75 7AQ**

Proposed first floor extension to create 8 bedrooms with ensuite and kitchen/living areas. **Decision expected 4<sup>th</sup> January 2023. The application was returned.**

15. Date of Next Town Council Meeting – Thursday 2 March 2023.

\* 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.