

Heanor & Loscoe Town Council

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

Mrs. Laura West
Town Clerk & Responsible Financial Officer

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21 February 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 March 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 2 February 2023.
6. Exclusion of Public
7. Town Mayor's Announcements
8. Town Council – Items for Decision/Action
 - (a) Standing Orders
 - (b) Complaints Procedure
 - (c) Charles Hill Playing Fields Update
 - (d) King Charles 111 Coronation
9. DALC
February Newsletter

10. Finance

(a) Bacs Payments (January - wages February)

Payee	Description	Nett	Vat	Gross
Derbyshire CC	Superannuation	908.18	00.00	908.18
HMRC	Paye, NI	894.46	00.00	894.46
Staff/Mayor	Wages/allowance	4685.64	00.00	4685.64
Kirk Contracts	Window cleaning - FS	50.00	10.00	60.00
Moorleys Print	Carol concert books	210.00	00.00	210.00
Lite Ltd	Christmas lights balance	14763.00	2952.60	17715.60
Kirk Contracts	Window cleaning – TH & FS	123.08	24.62	147.70
Tudor Landscaping	Fill grit bins	66.75	00.00	66.75
Shirland Band	Christmas performance	250.00	00.00	250.00
AVBC	Rates	1237.00	00.00	1237.00
XLN Telecom	Phone lines and broadband	237.17	47.43	284.60
Namesco	Gov.uk domain name	215.99	43.20	259.19
Opus Energy	Gas supply – TH	1225.93	245.18	1471.11
SWALEC	Electricity supply - FS	62.88	3.14	66.02
SWALEC	Electricity supply - WS	312.80	15.64	328.44
Waterplus	Water supply - WS	84.56	00.00	84.56
Opus Energy	Gas supply – FS	160.13	8.01	168.14
Nat West	Bank charges	27.75	00.00	27.75
Drax Energy	Electricity supply – TH	551.69	110.34	662.03
Total		26067.01	3460.16	29527.17

(b) Income for January 2023

Town Hall lettings	1458.00
Town Hall	263.78
Wilmot Street	1376.00
Fire Station	1000.00
Environment	36.00
Total	4133.78

(c) Bank Reconciliation – January 2023

11. Items for Information

(a) Clerk's Report

The pre-election period (commonly known as Purdah) describes the period of time beginning with the publication of a notice of election, During this time specific restrictions on communications activity are in place. In 2023 notices of election for all polls taking place on 4 May will be published on 22 March 2023. All proactive publicity involving any candidates and other politicians involved directly in the election must cease. The Council should avoid proactively publicising any controversial issues or report views, proposals or recommendations in a way that identified them with individual politicians or parties.

(b) For Information

Heanor and Langley Mill SNT – February Newsletter

12. Planning/Environment/Licensing

AVA/2023/0094 – Scarsdale House Farm, Loscoe Denby Lane, Loscoe, Heanor, Derbyshire, DE75 7RX

Conversion of existing former farm buildings to 2 no.dwellings. **Decision expected 11th April 2023.**

AVA/2023/0049 – 95A Derby Road, Heanor, Derbyshire, DE75 7QJ

Change of use from Flat (C3) to Hot food takeaway (Sui Generis). Installation of new shopfront. Erection of food preparation building. Installation of new commercial extraction system to sit on the outside of the rear elevation. **Decision expected 11th April 2023.**

13. Date of Next Town Council Meeting – Thursday 6 April 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.