

Heanor & Loscoe Town Council

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

Mrs. Laura West
Town Clerk & Responsible Financial Officer

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9 May 2023

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

Dear Councillor

You are summoned to attend the Annual Meeting of Heanor and Loscoe Town Council to be held at **7.00pm** on Thursday 18 May 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 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 of address of the questioner.

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 Elect a Mayor
2. To Elect a Deputy Mayor
3. To Elect a Leader
4. To receive apologies for absence. (apologies must be submitted to the Town Clerk via e-mail: townclerk@heanorloscoetowncouncil.gov.uk)
5. 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.
6. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
7. *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.
 - (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.
8. To confirm minutes of the Town Council meeting held 6 April 2023
9. Exclusion of Public

10. Town Council – Items for Decision/Action
- (a) The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
- (b) To Review Committee Terms of Reference
- (c) To agree Committee Structure
- (d) Town Council meetings for 2023/24
- (e) Town Council representatives to Outside Bodies
- (f) To review account signatories
- (g) Amber Valley Borough Council – Charles Hill Project - Amendment of the Funding Agreement

11. Derbyshire Association of Local Councils

April 2023 Newsletter

May 2023 Newsletter

12. FINANCE

- (a) Bacs Payments for approval (March - April wages)

Payee	Description	Nett	Vat	Gross
Staff	Salary/wages/mayoral all	4742.03	00.00	4742.03
Waterplus	Water supply - WS	76.83	00.00	76.83
Opus Energy	Gas supply – FS	119.22	5.96	125.18
Hampshire Flag	Coronation bunting	115.09	23.01	138.10
Opus Energy	Gas supply – TH	1554.38	339.48	2465.89
Opus Energy	Gas supply – WS	572.03		
339.48X2465.89LN	3 x line rental + calls	262.04	52.40	314.44
Viking	Box files	21.87	4.37	26.24
Les Riley Ltd	Radiator call out	60.00	12.00	72.00
DRAX	Electricity supply - TH	523.33	104.66	627.99
Ricoh UK Ltd	Photocopier copies/rental	133.01	26.60	159.61
Tudor Landscapes	Replace door panel - TH	259.00	00.00	259.00
County Shoe Care	Gas box lock	45.00	00.00	45.00
Nat West	Bank charges	24.82	00.00	24.82
Tudor Landscapes	Window de-cals	16.80	00.00	16.80
James Hall	Drain and toilet repairs	328.50	00.00	328.50
DDL Pat Testing	Pat testing TH	90.00	18.00	108.00
Cleaver Thompson	CHPF advice	350.00	70.00	420.00
Tudor Landscapes	Repair grab rail - WS	39.28	00.00	39.28
Waterplus	Water supply – upstairs	148.40	00.00	148.40
Derbyshire CC	Superannuation	909.18	00.00	909.18
HMRC	Paye, NI	884.25	00.00	884.25
Total		11275.06	656.48	11931.54

(b) Income for March 2023

Town Hall lettings	1136.75
Town Hall Rents	0.00
Enviro/events	190.00
Wilmot St Centre	1780.00
Fire Station	1000.00
Other	34.55
Total	4141.30

- (c) To receive Bank Reconciliation – March 2023
- (d) To consider Town Council Insurance Cover 2023/24 (to follow)
- (e) To receive Income/Expenditure Account & Balance Sheet for financial year ending 31/03/2023
- (f) To receive Year End Supporting Notes for financial year ending 31/03/2023
- (g) To receive Internal Audit report for Financial Year 2022-2023
- (h) To approve the Annual Governance Statement for 2022-2023
- (i) To approve the Accounting Statements for 2022-2023

13. Items for Information

(a) Clerk's Report – to follow

(b) Miscellaneous

Heanor and Langley Mill SNT Newsletter April 2023

Heanor and Langley Mill SNT Newsletter May 2023

14. PLANNING/ENVIRONMENT/LICENSING

AVA/2023/0269 – 11 Corfield Avenue, Marlpool, Heanor, Derbyshire, DE5 7DF
Single storey wrap around extension.

AVA/2023/0268 – Land to rear of 23 Wilmot Street, Heanor, Derbyshire
Proposed three bedroom bungalow.

AVA/2023/0292 – 1 Mundys Drive, Marlpool, Heanor, Derbyshire, DE75 7BR
Proposed construction of single detached dwelling..

AVA/2023/0308 – 39B Lockton Avenue, Heanor, Derbyshire, DE75 7EQ
Proposed first floor rear extension.

AVA/2023/0313 – 14 Brooklands Avenue, Newlands, Heanor, Derbyshire, DE75 7BJ
Timber shed/summerhouse to rear of property.

AVA/2023/0332 – 16 Garnett Avenue, Heanor, Derbyshire, DE75 7AS
Proposed front porch.

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’

15. Date of Next Town Council Meeting – 6 July 2023.

*** 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.**