

BULLYING AND HARASSMENT STATEMENT

We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your councillors and council staff courteously without violence, abuse, or harassment.

Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The zero-tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media. The council considers threatening behaviour to be:

Attempted or actual aggressive, or physical actions made towards any councillor or member of staff.

The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff”.

This policy applies throughout all Council Meetings, but it also applies to any Councillor or Council Staff away from Council Meetings



STOP BULLYING



IN COLLABORATION WITH SLCC, NALC, OWW, COUNTY ASSOCIATIONS



HEANOR & LOSCOE TOWN COUNCIL

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

Town Clerk

Mr Andrew Sharpe

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6 November 2024

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 14 November 2024 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

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.

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. Any question submitted after this day will be received at the discretion of the Mayor.

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 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.
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.
5. To confirm minutes of the Town Council meeting held Thursday 5 September 2024.
6. Exclusion of Public
7. Town Mayor's Announcements
8. Report of the Town Clerk
9. Internal Control Policy
10. Groundwork – Red River LNR Quarter 2 Report July to September
11. Local Government Services Pay Agreement 2024/25
12. Expenditure for Approval exceeding Budget
 - (a) Furthest from the Sea – Christmas Event (performance and workshop) £4500.00
 - (b) Prime Damp Proofing – Town Hall (rising damp works) £4,350.00
 - (c) Heanor Vision – Frosty Fest event £280.00 and Spend and Win incentive £500.00

13. Finance (documents enclosed)
(a) Bacs payments – August 2024 – September 2024
(b) Income for August 2024 – September 2024
(c) Bank Reconciliations – August 2024 – September 2024
(d) Income and Expenditure Account and Balance Sheet – 01/04/24 to 30/09/24
(e) Financial Regulations

14. Grant Applications
(a) 5th Heanor Guides - £990.00
(b) Salcare - £960.00

15. Planning/Environment/Licensing

AVA/2024/0622 – Land adjacent to The Willows, Starthe Bank, Heanor, Derbyshire

Erection of 2 storey dwelling (self-build). **Decision expected 6th December 2024.**

AVA/2024/0630 – 107 Fletcher Street, Newlands, Heanor, Derbyshire, DE75 7PG

External wall insulation with render finish to all elevations. **Decision expected 5th November 2024.**

AVA/2024/0665 – 2 Starthe View, Hands Road, Heanor, Derbyshire, DE75 7HB

Timber boarded fence surrounding front garden. **Decision expected 18th November 2024.**

AVA/2024/0673 – 4 Owers Avenue, Marlpool, Heanor, Derbyshire, DE75 7DE

Sing storey rear extension. **Decision expected 21st November 2024.**

AVA/2024/0690 – 2 Owers Avenue, Marlpool, Heanor, Derbyshire, DE75 7DE

Two storey side extension. **Decision expected 26th November 2024.**

AVA/2024/0689 – 27A Loscoe Road, Heanor, Derbyshire, DE75 7FF

External insulation with imitation brick print faced render finish to front and plain render finish to rear elevation and ginnel wall. **Decision expected 26th November 2024.**

AVA/2024/0391 – 19 Brook Street, Loscoe, Heanor, Derbyshire, DE75 7LP

Single Storey side and rear extension and porch to front. Change of use of land to domestic curtilage and erection of garage. Solar panels to proposed garage and extension. Relocation of access drive and erection of wood panel fence. **Decision expected 28th November 2024.**

AVA/2024/0689 – 29A Loscoe Road, Heanor, Derbyshire, DE75 7FF

External insulation with imitation brick print faced render finish to front and plain render finish to rear elevation and ginnel wall. **Decision expected 26th November 2024.**

AVA/2024/0690 – 2 Owers Avenue, Marlpool, Heanor, Derbyshire, DE75 7DE

Two storey side extension. **Decision expected 26th November 2024.**

AVA/2024/0697 – 170 Ray Street, Heanor, Derbyshire, DE75 7GL

External insulation with imitation brick print faced render finish to front and plain render finish to rear elevation and ginnel wall. **Decision expected 28th November 2024.**

AVA/2024/0519 – 53 Broadway, Heanor, Derbyshire, DE75 7GW

External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0518 – 51 Broadway, Heanor, Derbyshire, DE75 7GW

External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0517 – 25 Mayfield Avenue, Heanor, Derbyshire, DE75 7EN

External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0516 – 23 Mayfield Avenue, Heanor, Derbyshire, DE75 7EN
External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0515 – 17 Mayfield Avenue, Heanor, Derbyshire, DE75 7EN
External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0514 – 9 Mayfield Avenue, Heanor, Derbyshire, DE75 7EN
External wall insulation. **Decision expected 10th December 2024.**

AVA/2024/0739 – 47 Ella Bank Road, Marlpool, Heanor, Derbyshire, DE75 7HF
Application for lawful Development Certificate for a proposed loft conversion and ground floor extension.
Decision expected 25th December 2024.

AVA/2024/0748 – Marlpool Post Office, 110 Breach Road, Heanor, Derbyshire, DE75 7HQ
Erection of a single and two storey extension to the rear, single storey extension to front, loft conversion with rear dormer and raised patio to rear. **Decision expected 27th December 2024.**

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’

16. Date and Time of next Meeting – Thursday 5 December 2024

* 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.

