

# 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](http://www.heanorloscoetowncouncil.gov.uk)  
E-Mail: [admin@heanorloscoetowncouncil.gov.uk](mailto:admin@heanorloscoetowncouncil.gov.uk)



11 October 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 19 October 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

Mr Andrew Sharpe  
Locum Clerk



## Heanor and Loscoe Town Council Public Information

### 1. Attendance at Meetings:

The public are welcome to attend Council meetings. However space is limited in the Council Chamber and therefore any person who wishes to attend should book their seat in advance of the meeting by contacting the Town Council on 01773 533 050, email [admin@heanorloscoetowncouncil.gov.uk](mailto:admin@heanorloscoetowncouncil.gov.uk). You will need to provide your name, address and contact details and sign into the meeting for fire safety purposes. If you do not register in advance there may not be space in the meeting for you on the night.

The meetings 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 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 7 September 2023.
6. To receive minutes of the Executive Committee meeting held Friday 29 September 2023 and approve the recommendations contained therein.  
This will require the specific approval of standing orders and additional policies mentioned in minute number 8
7. Town Council – Items for Decision/Action
  - (a) To review committee structure
  - (b) To review committee terms of reference
  - (c) Facebook Policy

8. Exclusion of Public
9. Town Mayor's Announcements
10. Christmas Lights Switch On
11. Remembrance Day
12. Christmas tree lighting – Heanor Memorial Park – Event - Councillor A Stevenson
13. Conclusion of Audit of Accounts 2022/23. Recommended to note the conclusion of the External Audit
14. Grant Application – funding Henry Garnett Festival – Councillor E Hamilton
15. Grant Application – funding The Lions Den Boxing Club CIC
16. Grant Application – funding Carousel Craft Group
17. Consider quotation received to clean Heanor Cenotaph, St Lawrence Church
18. Consider quotation received repairs to Town Hall clock
19. DALC  
September Newsletter

20. Finance  
(a) Bacs Payments (August - wages September)

Payee	Description	Nett	Vat	Gross
Staff	Wages	4,768.80	00.00	4768.80
HMRC	Paye, NI	849.97	00.00	849.97
Derbyshire CC	Superannuation	1,004.06	00.00	1,004.06
Drax Energy	Electricity supply	367.89	73.58	441.47
Ripley Glass	Window repairs – ICR Town Hall	520.00	104.00	624.00
Waterplus	Water supply – TH	306.53	0.00	306.53
Waterplus	Water supply – TH	33.22	0	33.22
G Burley & Sons Ltd	Floral display	6,064.50	1,212.90	7,277.40
James Hall Plumbing	Leak – WS	70.00	0.00	70.00
Viking	Toilet tissue, stationery & cleaning materials	116.94	23.39	140.33
Chubb Fire & Security	Fire Alarm - OFS	197.77	39.55	237.32
Dormakaba UK Ltd	Maintenance contract	287.00	57.40	344.40
William Frost (Heanor) Ltd	Car park rental rear of Town Hall 1.08.23-31.01.24	850.00	0.00	850.00
Wish Cloud Ltd	New web pages	96.00	00.00	96.00
Enchanted Rose Florist	Flowers	39.99	0.00	39.99
AVBC	Rates	1,266.00	00.00	1,266.00
Waterplus	Water supply – WS	102.66	0.00	102.66

Descale & Chlorination Services Ltd	Water monitoring	240.00	48.00	288.00
Tudor Landscapes	Grass cutting - WS	127.50	0.00	127.50
Pictorial	Sign	20.00	4.00	24.00
Tudor Landscapes	Grass cutting – Winding Wheel	59.50	0.00	59.50
Chubb Fire & Security Ltd	Fire Alarm – WS	565.57	113.11	678.68
Andrew Sharpe	Locum Clerk fees	210.00	0.00	210.00
Blue Gecko IT	IT services	45.00	0.00	45.00
Chubb Fire & Security Ltd	Fire Alarm – TH	212.31	42.46	254.77
Tudor Landscapes	Maintenance – WS	81.31	0.00	81.31
AVBC	Costs uncontested election	19,455.74	0.00	19,455.74
Viking	Stationery & cleaning materials	111.79	22.36	134.15
Andrew Sharpe	Locum Clerk fees	603.75	0.00	603.75
Chubb Fire & Security Ltd	Fire Alarm – WS	152.22	30.44	182.66
Opus Energy	Gas supply – OFS	8.87	0.44	9.31
Drax Energy	Electricity supply – TH	373.59	74.71	448.30
Opus Energy	Gas supply – TH	9.12	0.46	9.58
XLN	Phone lines & broadband	219.42	43.88	263.30
Smartest Energy	Gas supply – WS	60.27	3.01	63.28
Natwest	Bank charges	20.30	0.00	20.30
Cleaver Thompson	Legal advice	300.00	60.00	360.00
Andrew Sharpe	Locum Clerk fees	548.25	0.00	548.25
<b>Total</b>		<b>40,365.84</b>	<b>1,953.69</b>	<b>42,319.53</b>

(b) Income for August 2023

Town Hall lettings	2,143.50
Town Hall	122.12
Wilmot Street	967.75
Fire Station	1,000
VAT refund	12,897.08
<b>Total</b>	<b>17,130.45</b>

(c) Bank Reconciliations – June, July & August 2023

21. Items for Information

(a) Clerks Report

(b) For Information

Letter from Leigh Turner Future High Street Fund Project Manager – Amber Valley Borough Council

22. Planning/Environment/Licensing

**AVA/2023/0657 – 39B Lockton Avenue, Heanor, Derbyshire, DE75 7EQ**

Proposed ground floor and first floor rear extension. **Decision expected 12 October 2023.**

**AVA/2023/0659 – 9 Derby Road, Heanor, Derbyshire, DE75 7QG**

Application for a Lawful Development Certificate for an existing use for a single storey rear extension with balcony. **Decision expected 19 October 2023.**

**AVA/2023/0701 – 198 Loscoe Denby Lane, Denby Village, Ripley, Derbyshire, DE5 8PP**

Rear dorma loft conversion to form two bedrooms and a rear single storey extension. **Decision expected 9 November 2023.**

**AVA/2023/0687 – Land at Fletcher Street, Newlands, Heanor, Derbyshire**  
Redevelopment of vacant car park to deliver 4 x 3 semi-detached dwellings.  
**Decision expected 17 November 2023.**

**AVA/2023/0737 – 68 Breach Road, Heanor, Derbyshire, DE75 7NJ**  
Single storey front extension. **Decision expected 30 November 2023.**

**AVA/2023/0747 – Amber Valley Borough Council, Market Place, Heanor, Derbyshire, DE75 7AA**  
2 no. wayfinding signage totem (may affect the setting of a listed building). **Decision expected 28 November 2023.**

**AVA/2023/0755 – I W O Ltd – 29C Market Place, Heanor, Derbyshire, DE75 7EG**  
Construction of external staircase and parking area. **Decision expected 4 December 2023.**

23. Date of Next Town Council Meeting – Thursday 2 November 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.

#### **CONFIDENTIAL ITEMS**

24. Staffing Matters – To consider minute number 13 of the Executive Committee held on Friday 29 September 2023