

Heanor & Loscoe Town Council

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

Mrs. Laura West
Town Clerk & Responsible Financial Officer

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28 June 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 6 July 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 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 18 May 2023.
6. To confirm minutes of the Extraordinary meeting of the Town Council held on Thursday 22 June 2023.
7. Exclusion of Public
8. Town Mayor's Announcements
9. Town Council – Items for Decision/Action
 - (a) Town Council website upgrade
 - (b) Charles Hill CIC – Town Council representative
 - (c) Downing LLP – Request to attend a Town Council meeting.

9. Town Council – Items for Decision/Action (cont.)
- (d) Crich Parish Council – Emerging Amber Valley Local Plan
- (e) Groundwork Greater Nottingham – Quarter 1 Report April – June 2022
- (f) Boundary Commission review of Derbyshire County Council Boundaries
- (g) Heanor and Loscoe Town Council Action Plan 2023/27
- (h) Employee Grievance Procedure

10. DALC
June Newsletter

11. Finance

(a) Bacs Payments (April - wages May)

Payee	Description	Nett	Vat	Gross
Derbyshire CC	Superannuation	4803.27	00.00	4803.27
HMRC	Paye, NI	914.79	00.00	914.79
Staff/Mayor	Wages/allowance	973.22	00.00	973.22
Trophies Plus	Coronation pin badges	737.50	147.50	885.00
Groundwork GN	Red River LNR SLA	5000.00	1000.00	6000.00
DALC	Annual subscription	1651.06	00.00	1651.06
Viking	Cleaning/stationery supplies	124.35	24.87	149.22
Chubb F & S Ltd	Intruder alarm contract	838.58	167.72	1006.30
Microsoft	E-mail licences	1242.00	248.40	1490.40
Microsoft	Business licence	112.80	22.56	135.36
XLN Telecom	Phone lines and broadband	225.77	45.15	270.92
Tudor Landscape	Wilmot St & WW maintenance	178.50	00.00	178.50
AVBC	Trade refuse contract - WS	422.27	00.00	422.27
AVBC	Trade refuse contract - TH	401.83	00.00	401.83
Lite Ltd	25% Christmas lights scheme	9340.25	3426.30	12,766.55
Chubb F&S Ltd	Fire monitoring charges	185.22	37.04	222.26
Tudor Landscapes	Decorating WS	1875.00	00.00	1875.00
Leisurelites	Install bunting	1250.00	250.00	1500.00
Kaliber Construction	Sculpture groundworks	3210.00	00.00	3210.00
James Hall	Supply and fit fused spur	125.00	00.00	125.00
Tudor Landscape	Maintenance	170.00	00.00	170.00
Viking	Stationery/postage	159.93	4.99	164.92
Pictorial	Coronation marketing	370.00	74.00	444.00
Waterplus	TH water supply - upstairs	297.01	00.00	297.01
Cubit Ultrasonic	Lamp column testing	337.50	00.00	337.50
SWALEC	Electricity supply - FS	142.07	7.10	149.17
SWALEC	Electricity supply - WS	362.60	18.13	380.73
Waterplus	Water supply - WS	85.15	00.00	85.15
Tudor Landscapes	Repair key safe	52.49	00.00	52.49
Opus Energy	Gas supply – TH & WS	1785.19	281.27	2066.46
AVBC	Rates	1263.13	00.00	1263.13
Opus Energy	Gas supply – FS	133.34	6.67	140.01
Nat West	Bank charges	15.75	00.00	15.75
Drax Energy	Electricity supply – TH	521.95	104.39	626.34
Total		39,307.52	5866.09	45,173.61

11. Finance (cont.)

(b) Bacs Payments (May - wages June)

Payee	Description	Nett	Vat	Gross
Derbyshire CC	Superannuation	1011.95	00.00	1011.95
HMRC	Paye, NI	945.19	00.00	945.19
Staff/Mayor	Wages/allowance	4693.59	00.00	4693.59
Excel Cleaning	Cleaning supplies	132.22	26.44	158.66
Pride Electrical	Lighting alterations	1186.80	237.36	1424.16
Wish Cloud	Webhosting	385.00	00.00	385.00
Moorleys Print	Order of Service	40.00	00.00	40.00
Petty Cash	Miscellaneous	86.06	00.00	86.06
Kaliber Construction	Final payment - Fallen	1605.00	00.00	1605.00
Chubb F & S Ltd	Fire alarm service	83.43	16.69	100.12
XLN Telecom	Phone lines and broadband	213.07	42.61	255.68
Tudor Landscape	WS & WW maintenance	148.28	00.00	148.28
J S Marriot	Internal Audit 2022/23	210.00	00.00	210.00
Mayers Design	Final fees	4882.44	976.49	5858.93
DC&S Ltd	Temperature monitoring	480.00	96.00	576.00
Viking	Stationery	71.11	14.22	85.33
Tudor Landscapes	Planting TH	122.46	00.00	122.46
Kirk Contracts	TH windows & WW	278.08	55.62	333.70
Tudor Landscapes	WW maintenance	93.50	00.00	93.50
Tudor Landscapes	Internal door repair	259.00	00.00	259.00
Tudor Landscape	Graffiti remover	22.48	4.50	26.98
DALC	Councillor training	288.50	00.00	288.50
Post Office	Postage – agendas	47.15	00.00	47.15
Drax Energy	Electricity supply	409.77	81.94	491.71
Waterplus	Water supply - WS	97.46	00.00	97.46
Opus Energy	Gas supply – TH & WS	1058.37	52.92	1111.29
AVBC	Rates	1266.00	00.00	1266.00
Opus Energy	Gas supply – FS	72.44	3.62	76.06
Nat West	Bank charges	27.30	00.00	27.30
Total		20,216.65	1,608.41	21,825.06

(c) Income for April/May 2023

Town Hall lettings	3750.00
Town Hall	801.86
Wilmot Street	3650.25
Fire Station	2000.00
Environment/events	385.00
50% Precept	132702.50
Town Hall Rents	4000.00
Total	147,289.61

(d) Bank Reconciliations – April and May 2023

12. Grant Aid Applications Derbyshire Unemployed Workers Centre To provide welfare advice and support to our Residents	£1000 + free weekly 3 hr room hire
2 nd Heanor Rainbows To help support young girls, trip, and census	£1000
Heanor Weenies Playgroup Renew equipment and ongoing costs	£1000

13. Items for Information

(a) Clerk's Report

From Monday 26 June, University Hospital Derby and Burton Trust are releasing 9 slots per day at 8.00am on the Swift queue system to book for urgent appointments at the Old Fire Station.

(b) For Information

Heanor and Langley Mill SNT – June Newsletter

Polling Station Review – The electoral Registration and Administration 2023 requires Amber Valley Borough Council to complete a review of Parliamentary polling districts, polling places and polling stations by 31 January 2024. Documents are available to on the Borough Council's website www.ambervalley.gov.uk or at their Council offices, Town Hall, Market Place, Ripley.

Community Ownership Fund: The Department for Levelling Up, Housing and Communities (DLUHC) has launched their third round of its Community Ownership Fund. For the first time, Parish Councils will also be able to apply to the fund.

14. Planning/Environment/Licensing

AVA/2023/0335 – 21 Ford Avenue, Loscoe, Heanor, Derbyshire, DE75 7LR

Change of use from hairdresser to residential.

AVA/2023/0336 – Ambivet Veterinary Group, 24 Mundy Street, Heanor, Derbyshire, DE75 7EB

The installation of 1 number external air conditioning unit.

AVA/2023/0345 – 20 Hallington Drive, Heanor, Derbyshire, DE75 7QX

Rear and side single storey extension.

AVA/2023/0352 – 52 Claramount Road, Marlpool, Heanor, Derbyshire, DE75 7HS

Proposed loft conversion including raising of ridge and box dormer to rear elevation.

AVA/2023/0312 – 202 Loscoe Denby Lane, Denby Village, Ripley, Derbyshire, DE5 8PP

Creation of access along with the excavation of the front garden to form car hard standing.

AVA/2023/0439 – 17 Old Coppice Side, Marlpool, Heanor, Derbyshire, DE75 7DH

Proposed 1st floor rear extension with Juliette balcony, loft conversion including rear dormer window and three velux windows to the front.

AVA/2023/0452 – Michael David Upholstery, 17 Market Street, Heanor, Derbyshire, DE75 7NR

Change of use from retail (class E) to micropub (sui generis).

14. Planning/Environment/Licensing (cont.)

AVA/2023/0378 – Amber Valley Borough Council, Stainsby Avenue, Heanor, Derbyshire
Installation of external wall insulation at 26 Stainsby Avenue and 29 Stainsby Avenue, Heanor.

AVA/2023/0484 – 2 Zouche Close, Heanor, Derbyshire, DE75 7WL

Two storey side and rear extension to create granny annex.

15. Date of Next Town Council Meeting – Thursday 3 August 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.