

**HEANOR & LOSCOE
TOWN COUNCIL
Town Hall, Market Place,
Heanor, Derbyshire DE75 7AA**

Town Clerk & Finance Officer

Mrs Laura West

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28 May 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 6 June 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



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 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 and address of the questioner. Any question submitted after this day will be received at the discretion of the Mayor. 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.
 - (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 Annual Town Council meeting held Thursday 9 May 2024.
6. Exclusion of Public
7. Town Council items for discussion/action
 - (a) Loscoe Ladybirds WI – Permission to decorate Loscoe Winding Wheel
 - (b) Florence Shipley Consultation
 - (c) Annual Town meeting update
8. DALC
May Newsletter

9. Finance

(a) Bacs payments – April 2024

Payee	Description	Nett	Vat	Gross
Chubb F&S Ltd	Fire safety service contract TH	197.94	39.59	237.53
Groundwork Nottingham	50% service level agreement – Red River Nature Reserve	2,500	500	3,000
Amber Valley B C	Refuse Contract – Town Hall	419.71	0.00	419.71
Carlin Security	Security at meetings	150	0.00	150.00
Amber Valley B C	Refuse Contract – Wilmot St	441.27	0.00	441.27
Tudor Landscapes	Grounds maintenance – Wilmot Street Centre	117.00	0.00	117.00
Cubit Ultrasonic	Lamp column testing	337.50	0.00	337.50
DALC	Annual subscription	2,031.60	0.00	2,031.60
Chubb F&S Ltd	Intruder alarm contract	896.19	179.24	1,075.43
Staff/Mayor	Wages/allowance	4,932.20	0.00	4,932.20
HMRC	PAYE, NI	955.01	0.00	955.01
Derbyshire CC	Superannuation	1,037.78	0.00	1,037.78
Chubb F&S Ltd	Fire alarm service – FS	89.27	17.85	107.12
DM Payroll	Payroll services	240.00	0.00	240.00
Tudor Landscapes	Winding Wheel grass cutting	63.00	0.00	63.00
Tudor Landscapes	Gutter repair Wilmot St	221.74	0.00	221.74
Viking	Cleaning supplies	185.94	37.19	223.13
Heanor Town F C	Transport – cup final	1,000.00	0.00	1,000
Tudor Landscapes	Stage repair – Wilmot St	36.00	0.00	36.00
Amber Valley Borough Council	Rates – Town Hall, Old Fire Station & Wilmot St Centre	1,324.20	0.00	1,324.20
Salcare	Donation – Food stock	3,000	0.00	3,000
Derbyshire Childrens Holiday Centre	Holiday funding	900.00	0.00	900.00
Independent Memorials	Work to Heanor Cenotaph	1,811.60	362.32	2,173.92
SSE Energy	Gas supply 4 months	3,617.77	723.56	4,341.33
Carlin Security	Security at meetings	100.00	0.00	100.00
Tudor Landscapes	Grass cutting Wilmot Street Centre & maintenance	103.50	0.00	103.50
Waterplus	Water charges – Town Hall (upstairs)	315.72	0.00	315.72
Smartest Energy	Gas supply – Wilmot St Centre	351.31	70.26	421.57
British Gas	Electricity supply – Town Hall	790.58	158.11	948.69
EDF Energy	Gas supply	117.50	23.50	141.00
Waterplus	Water supply – Wilmot St Centre	144.44	0.00	144.44
J S Marriott	Internal Audit 2023/24	210.00	0.00	210.00
SSE Energy	Electricity supply – Town Hall	439.09	21.96	461.05
Waterplus	Water charges – Town Hall (downstairs)	34.58	0.00	34.58
XLN Telecom	Phone lines and broadband	240.36	48.07	288.43
Nat West	Bank charges	23.87	0.00	23.87
Smartest Energy	Gas supply – Wilmot St Centre	79.17	15.83	95.00
Total		29,455.84	2,197.48	31,653.32

(b) Income for April 2024

Town Hall lettings	1,350.50
Fire Station	1,000
Wilmot Street	1,675.25
Town Hall	4,000
Other	32.24
Precept	140,725.50
Total	148,783.49

(c) Bank Reconciliations – April 2024

10. Grant Aid Applications

Heanor Carnival

£3000 - £6000

11. Planning/Environment/Licensing

AVA/2024/0342 – 1 Douglas Avenue, Heanor, Derbyshire, DE75 7FQ

Erection of 2 no. bedroom semi-detached dwellings on land adjacent to 1 Douglas Avenue, Heanor and creation of parking at number 1 Douglas Avenue.

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’

12. Conduct at meetings

13. Date of Next Town Council Meeting

* 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.