

23 August 2019

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 5 September 2019 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 by fax 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.

**Presentation of Cheque – Eastwood People’s Initiative**

**PCSO Daniel Frederickson – Speedwatch**

**Agenda**

PART 1 – NON-CONFIDENTIAL INFORMATION

1. To receive apologies for absence.

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.

(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 4 July 2019 (enc)

6. To receive minutes of Events Committee held Wednesday 26 June 2019 (enc)

7. To receive minutes of Human Resources Committee held Wednesday 26 June 2019 (enc)

8. To receive minutes of Executive Committee held Tuesday 16 July 2019 (enc)

9. To receive minutes of Planning Committee held Thursday 8 August 2019 (enc)

10. To receive minutes of Events Committee held Tuesday 13 August 2019 (enc)

11. Exclusion of Public

Agenda item 19 - Public Works Loan Board – Charles Hill Playing Fields

12. Town Mayor’s Announcements

#### 13. Town Council – Items for Decision/Action

(a) Derbyshire County Council – Sure Start Centres (enc)

(b) Evaluation of current Committee Structure (enc)

(c) Amber Valley Access Group – Town Council Representative

(d) Amber Valley Borough Council – Climate Change

(e) Derbyshire County Council – Multi Agency Team (enc)

(f) Groundwork – Red River LNR Quarter 1 SLA Report for April – June 2019 (enc)

(g) Amber Valley Borough Council – Potential Move To Whole Council Elections

(h) Amber Valley Borough Council - Future High Street Fund (enc)

14. Derbyshire Association of Local Councils

(a) Revised NALC Model Financial Regulations 2019 for England

(b) 2019 Executive Elections – Voting Slip for AVBC (enc)

Circular 09/2019 General – NALC Lobby to strengthen the Neighbourhood Plan Process, Derbyshire Environmental Trust (DET) Funding Scheme, Advice regarding the use of Secret Ballots, NALC Lobby for the Financial Services Ombudsman to cover local Councils, The Public Sector Bodies (websites and Mobile Applications) (No 2) Accessibility Regulations 2018 – update, Guidance on public participation and naming individuals in minutes, NALC are urging local councils to promote training of Councillors.

Circular 10/2019 DALC Excellence Awards, DALC Annual General Meeting 22 October 2019, Nominations requested for NALC Larger Councils Committee, Government paper on strengthening communities and the nation – released, Research on the local government elections last May, NALC and the LGA promoting Council housing build, Updated financial regulations, Declaring a climate emergency, Certificate in Local Council Administration (CiLCA) Successes in Derbyshire, Clerk professional qualifications – going beyond CiLCA, The Village Survival Guide, Training and Events Diary

15. Finance

(a) Accounts for Payment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cheque No** | **Payee/Description** | **Nett** | **Vat** | **Gross** |
| 1504 | Derbyshire CC – Superannuation | 749.55 | 00.00 | 749.55 |
| 1505 | Inland Revenue – PAYE, NI | 1055.82 | 00.00 | 1055.82 |
| 1506 | Blue Gecko – IT services | 40.00 | 00.00 | 40.00 |
| 1507 | Wm Frost – Car park rental | 850.00 | 00.00 | 850.00 |
| 1508 | Tudor Landscapes – Garden maintenance | 71.63 | 00.00 | 71.63 |
| 1509 | Kirk Contracts – Window cleaning | 132.08 | 26.42 | 158.50 |
| 1510 | O Heap Ltd – Fire Risk Assessments | 1260.00 | 252.00 | 1512.00 |
| 1511 | Viking – Post/stat/clean | 438.46 | 42.59 | 481.05 |
| 1512 | Eastwood Peoples Initiative – S137 | 200.00 | 00.00 | 200.00 |
| 1513 | Codnor PC – Cont. to Bob Moon Cup | 200.00 | 00.00 | 200.00 |
| 1514 | Pictorial – Wilmot St banner | 305.00 | 61.00 | 366.00 |
| 1515 | Tasty Treats – Cont. to Urban Fun Day | 450.00 | 00.00 | 450.00 |
| 1516 | Petty Cash – Reimbursement | 90.43 | 0.88 | 91.31 |
| 1517 | S Whitehead – Councillor photographs | 50.00 | 00.00 | 50.00 |
| 1518 | Dorma UK Ltd – Shutter maintenance | 249.00 | 49.80 | 298.80 |
| 1519 | Kone Ltd – Sliding door maintenance | 73.50 | 14.70 | 88.20 |
| 1520 | Tudor Landscapes – Garden maintenance | 47.13 | 00.00 | 47.13 |
| 1521 | Burleys – Ground maintenance | 110.15 | 22.03 | 132.18 |
| 1522 | Wish Cloud Ltd – Additional web pages | 500.00 | 00.00 | 500.00 |
| 1523 | Page Whelan – Newsletters | 945.00 | 00.00 | 945.00 |
| 1524 | Kirk Contracts – Window/shutter cleaning | 25.00 | 5.00 | 30.00 |
| 1525 | Petty Cash – Reimbursement | 84.26 | 00.00 | 84.26 |
| **TOTAL** |  | **7927.01** | **474.42** | **8401.43** |

(b) Bacs Payments for approval (June/July - wages July/August)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Description** | **Nett** | **Vat** | **Gross** |
| Staff | Salary/Wages/Mayoral allow | 9794.96 | 00.00 | 9794.96 |
| Opus Energy | Gas supply – FS | 68.30 | 3.42 | 71.72 |
| Opus Energy | Gas supply – TH | 282.45 | 48.22 | 330.67 |
| XLN | 3 x line rental + calls/broadband | 430.02 | 86.01 | 516.03 |
| Haven Power | Electricity supply – TH | 763.67 | 152.72 | 916.39 |
| Waterplus | Water supply – WS | 89.92 | 00.00 | 89.92 |
| AVBC | Rates | 2436.00 | 00.00 | 2436.00 |
| Waterplus | Water supply – TH | 95.65 | 00.00 | 95.65 |
| SWALEC | Electricity supply – FS | 174.21 | 8.71 | 182.92 |
| SWALEC | Electricity supply – WS | 179.32 | 8.96 | 188.28 |
| **Total** |  | **14314.50** | **308.04** | **14622.54** |

(c) Income for June/July 2019

|  |  |
| --- | --- |
| Town Hall lettings | 3758.00 |
| Town Hall Rents | 666.66 |
| The Old Fire Station | 1732.00 |
| Wilmot Street Centre | 2531.00 |
| Town Hall | 290.66 |
| Events/environment | 25.00 |
| **Total** | **9003.32** |

16. Grant Application

Carousel Crafts

17. Items for Information

(a) Clerk’s Report

18. Planning/Environment/Licensing

**AVA/2019/0767 Car Wash, 1 High Street, Heanor, Derbyshire** Permanent consent for a previously approved canopy at the car wash/valeting facility. Decision expected 24th September 2019

**AVA/2019/0786 Five A Day, 1B Market Place, Heanor, Derbyshire, DE75 7NR** Replacement of existing frontage to shop. Decision expected 27th September 2019

**AVA/2019/0738 Crest of The Wave, 35 Market Place, Heanor, Derbyshire, DE75 7EG** Retrospective application for new shop front, fascia and flue. Decision expected 27th September 2019

**AVA/2019/0355 4 Watkinson Street, Heanor, Derbyshire, DE75 7FX** Erection of dwelling (outline application with some matters reserved). Decision expected 11th October 2019

**AVA/2019/0799 120 High Street, Heanor, Derbyshire, DE75 7LG** Two storey front, two storey rear extension and the erection of a dormer window with associated balcony. Decision expected 3rd October 2019

PART 2 – EXCLUSION OF PUBLIC - CONFIDENTIAL INFORMATION

“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”

19. Public Works Loan Board – Charles Hill Playing Fields (Exec min 020-2019/2020 refers)

20. Date of Next Town Council Meeting – Thursday 3 October 2019

\* 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 or website.