

**Minutes of the
Meeting of Annual Heanor and Loscoe Town Council
held in the Town Hall, Heanor on 9 May 2019**

PRESENT: Miss S Oakes (Mayor), Councillors S Bower, M Burrell, R Burton, F Carmichael, C Cox, S Danvers, C Emmas-Williams, B Gration, C Gration, S Grainger, E Hamilton, S Hart, K Hill, S Hind, P Jones, S Oakes, T Singleton, A Stevenson, J Stones, J Ward and D Wright.

Also present: One member of the public.

AGENDA

PART 1 – NON-CONFIDENTIAL INFORMATION

001 To Elect a Mayor

Councillor Brian Gration (retiring Mayor) opened the meeting by asking for nominations for the position of Town Mayor for the year 2019/20.

Councillor Paul Jones nominated Councillor Sheila Oakes, seconded by Councillor Celia Cox.

No other nominations were received.

Councillor Sheila Oakes, having signed her Declaration of Acceptance, took the chair.

002 Election of Deputy Mayor

Nominations were requested for the position of Deputy Mayor for the year 2019/2020.

Councillor Paul Jones nominated Councillor Kieran Hill, seconded by Councillor Celia Cox.

No other nominations were received.

Councillor Kieran Hill signed his Declaration of Acceptance.

Thanks, were recorded to Councillor Brian Gration and consort Councillor Mrs Carol Gration for their commitment and dedication to Heanor and Loscoe during Councillor Brian Gration's Mayoral Year

003 Election of Leader

Nominations were requested for the position of Leader for the year 2019/2020.

Councillor Celia Cox nominated Councillor Paul Jones, seconded by Councillor Kieran Hill.

No other nominations were received.

004 Apologies

No apology for absence was received.

005 Declaration of Members Interests/Update of Register

Agenda Item 15 – Planning/Environment/Licensing

Councillor B Gration – personal – member of AVBC Planning Board

Councillor C Gration – personal – wife of B Gration

Councillor S Grainger – personal – member of AVBC Planning Board

Councillor K Hill - personal – member of AVBC Planning Board

006 Dispensations

Resolved: Dispensation was granted for all Councillors to participate in items relating to Precept for this financial year as without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

007 Public Speaking

(a) Public Matters

Thanks, were recorded to the Town Council, with mention to the Town Clerk and Assistant to the Town Clerk for the May Day event held on Heanor Market Place.

(b) Police Matters

There were no police present and no report received.

County Council

Councillor Stevenson reported that Derby Lodge in Shipley Park will be re-opened in June 2019.

Borough Council

No report.

Outside Bodies

No report.

008 Minutes

The Minutes of the Town Council Meeting held on Thursday 4 April 2019 having been circulated to members, were approved as a correct record and duly signed by the Mayor.

009 Minutes

The minutes of the Human Resource Committee meeting held 24 April 2019 were received by members.

010 Items to be taken in Exclusion

Resolved: No item to be taken in exclusion.

011 Town Council – Items for Decision

(a) Committee Structure

Resolved: The Town Council Committee structure for 2019/2020 is: -

Planning

Councillors: Steven Bower, Frank Carmichael, Celia Cox, E Hamilton, Sam Hart and Janet Ward.

Councillor Celia Cox to chair this committee.

Executive

Councillors: Mrs C Cox, Sara Danvers, Eileen Hamilton, Sam Hart, Paul Jones and Sheila Oakes.

Councillor Paul Jones to chair this committee.

Events

Councillors: Steven Bower, Frank Carmichael, Sara Danvers, K Hill, P Jones and Janet Ward.

Councillor Kieran Hill to chair this committee.

Complaints

Councillors: The Deputy Mayor, Celia Cox, Chris Emmas-Williams, Eileen Hamilton and one conservative member.

The Deputy Mayor to chair this committee.

Human Resources

Councillors Celia Cox, Kieran Hill, Sheila Oakes and Janet Ward.
Councillor Sheila Oakes to chair this committee.

(b) Town Council meetings for 2019/2020

Resolved: Town Council meeting dates 2019/2020.

Thursday	6 June 2019
Thursday	4 July 2019
Thursday	5 September 2019
Thursday	3 October 2019
Thursday	7 November 2019
Thursday	5 December 2019
Thursday	9 January 2020
Thursday	6 February 2020
Thursday	7 March 2020
Thursday	2 April 2020
Thursday	14 May 2020 (Annual General Meeting)

011 Town Council – Items for Decision (cont)

(c) Town Council representatives to Outside Bodies

Resolved: The Town Council is represented on the following outside bodies as below:

Friends of Red River – Councillors Celia Cox and Frank Carmichael.

(d) Account signatories

Resolved: Signatories for all Town Council accounts are Councillors Celia Cox, Brian Gratton, Carol Gratton, Paul Jones, Kieran Hill and Sheila Oakes.

(e) Risk Assessment Policy (HR Min 024-2019/20 refers)

Resolved: The Town Council agree, approve and adopt Heanor and Loscoe Town Council Risk Assessment Policy.

(f) Heanor and Loscoe Town Council Appraisal System (HR Min 025-2018/19 refers)

Resolved: The Town Council agree changes to, approve and adopt Heanor and Loscoe Town Council Appraisal System

(g) Groundwork Cresswell, Ashfield and Mansfield – Red River Local Nature Reserve – Quarter 4 SLA Report for January – March 2019
Members received the above reports which detailed the general background, aims and objectives of the Service Level Agreement. The report included information on the tasks, activities, event days, meetings held, and funding achieved during this time

Resolved: The above report is received. The Town Council wish to record thanks to the Friends of Red River Group for their contribution to the site.

012 Derbyshire Association of Local Councils

Circular 5/2019	General – DALC Excellence Awards – Year 2 – Launch today, Internal Audit Check List, External Audit, Data Protection – clarification of Councillor exemption to paying a separate Data Protection Fee, Adverse Publicity for Parish and Town Councils, Training Courses.
Circular 6/2019	General – DALC Spring Seminar 2019, Precept Increases for Parish and Town Council Sector across the country, Community Infrastructure Levy – Legal Briefing, Plunkett trusteeship, Police and Crime Commissioner Spring Newsletter, Funding streams currently available, Changes to pension credit, Derbyshire Lamp Post Poppy 2019

Resolved: This information is received.

Resolved: The Town Clerk to investigate the possibility of DALC providing Councillor training. Neighbouring Councils will be invited to attend.

013 FINANCE**(a) Accounts for Payment**

Cheque No	Payee/ Description	Nett	Vat	Gross
1446	Petty Cash - reimbursement	78.72	11.22	89.94
1447	AVBC – Music licence	20.74	4.15	24.89
1448	Kirk Contracts – shutter/window clean	25.00	5.00	30.00
1449	Viking – stationery	135.23	27.05	162.28
1450	Tudor Landscapes – Repair/maint FS	290.83	00.00	290.83
1451	Direct365 – cleaning products	72.58	14.52	87.10
1452	AVBC – Cont to MUGA Lockton Ave	30000.00	00.00	30000.00
1453	JRB Enterprise – Doggy Bags	444.50	88.90	533.40
1454	Chubb – Annual contract	679.91	135.98	815.89
1455	Plantscape – Lamp post testing	345.00	69.00	414.00
1456	Dorma – roller shutter maint	44.94	8.99	53.93
1457	DALC – Good Cllr Guide x 2	84.00	00.00	84.00
1458	Ricoh UK - Photocopies	157.50	31.50	189.00
1459	DM Payroll Services - Payroll	225.00	00.00	225.00
1460	Inland Revenue – Paye/NI	1105.84	00.00	1105.84
1461	Derbyshire CC - Superannuation	754.88	00.00	754.88
1462	Pictorial – Logo Bunting	80.00	16.00	96.00
1463	James Hall – Toilet repair	90.00	00.00	90.00
1464	Blue Gecko – IT services	30.00	00.00	30.00
1465	AVBC – Trade refuse contract TH	330.56	00.00	330.56
1466	AVBC – Trade refuse contract WS	330.56	00.00	330.56
1467	Tudor Landscape – Maint TH & WW	306.22	00.00	306.22
1468	Security Plus – Alarm call out	20.00	4.00	24.00
1469	Protec – April service/maint	162.48	32.50	194.98
1470	Tudor Landscape – edge rail/maint	977.63	00.00	977.63
Total		36792.12	448.81	37240.93

Resolved: Payment of the above accounts at a cost of £37,240.93 is approved.

(b) Bacs Payments for approval (March - April wages)

Payee	Description	Nett	Vat	Gross
Staff	Salary/wages/mayoral all	5227.38	00.00	5227.38
Haven Power	Electrical supply - TH	398.65	79.72	478.37
Opus Energy	Gas supply - FS	131.51	6.58	138.09
Talk Talk	Broadband rental	22.50	4.50	27.00
Opus Energy	Gas supply - TH	724.18	144.84	869.02
Opus Energy	Gas supply - WS	347.70	69.54	417.24
XLN	3 x line rental + calls	110.97	22.19	133.16
Bestwick BS	Cloakroom adaptations WS	1170.00	00.00	1170.00
SWALEC	Electricity supply – FS	201.31	10.07	211.38
SWALEC	Electricity supply – WS	186.27	9.31	195.58
Microsoft	Online services	523.20	104.64	627.84
Party Bus	Deposit – May Day	20.00	00.00	20.00
Total		9063.67	451.39	9515.06

Resolved: Payment of the above BACS is received and approved.

013 FINANCE (cont)

(c) Income for March 2019

Town Hall lettings	1188.00
Town Hall Rents	333.33
The Old Fire Station	866.00
Wilmot St Centre	1831.60
Other	100.68
Total	4319.61

Resolved: This information is received.

(d) Town Council Insurance Cover 2019/2020

Resolved: The Town Council to agree a 3-year contract for Town Council insurance cover for 2019/2020 provided by Royal and Sun Alliance at cost of £5,903.91 plus engineering premium of £539.00 (administered by WPS insurance brokers).

(e) Income/Expenditure Account & Balance Sheet year end 31/03/2019

Resolved: Town Council receive, agree and approve Income/Expenditure Account & Balance Sheet year end 31/03/2019.

(f) Year End Supporting Notes for financial year end 31/03/2019

Resolved: Town Council receive, agree and approve supporting notes for year end 31/03/19.

(g) To receive Internal Audit Report for Financial Year 2018/2019

Members received the Internal Audit Report for Financial Year 2018/2019. It was noted that the Council's checking and control systems in place are effective and the records and accounts maintained are kept to a high standard and in good order.

Resolved: This document is received. Thanks, are recorded to the Town Clerk/RFO for her work towards this report.

(h) Annual Governance Statement for 2018/2019.

Resolved: The Town Council completed and approved the Annual Governance Statement for 2018/2019

(i) To approve the Accounting Statements for 2018/2019

Resolved: The Town Council approved the Accounting Statement for 2018/19.

014 Items for Information

(a) Clerk's Report

Year end finances, preparation of documentation for internal and external audit, the recent election and supporting paperwork for all new Councillors, today's Annual Town and Annual Town Council meetings, the final arrangements and overall management of the Annual May Day event, held on 6 May 2019, have all contributed to one of the busiest months in the Town Council office.

Resolved: This information is noted.

015 PLANNING/ENVIRONMENT/LICENSING

AVA/2019/0351 – 7 Coppice Drive, Marlpool, Heanor, Derbyshire, DE75 7BW Single Storey rear extension.

AVA/2019/0344 – Heanor Health Centre, Wilmot Street, Heanor, Derbyshire Variation of Condition 3 of AVA/2018/0658 and Condition 3 of AVA/2017/0088 to amend site layouts.

AVA/2019/0365 – 1 Trinity Way, Heanor, Derbyshire, DE75 7UW

Demolition of conservatory and play area and erection of two storey side and single storey rear extension.

AVA/2018/1063 – Land at Fall Road, Heanor, Derbyshire

Application to modify S106 to change S106 contributions.

Town Council comments: The Town Council strongly oppose the reduction in S106 contributions. The Town Council request that the application is referred to the Planning Board for discussion. – Copy of comments sent to the Leader of AVBC.

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'

016 Date of Next Town Council Meeting – Thursday 6 June 2019