

**Heanor and Loscoe Town Council**  
**Minutes of the Town Council Executive Committee meeting**  
**held in The Council Chamber, Town Hall, Heanor on Tuesday 16 July 2024**

**Present:** Councillors P Jones (Chair), Chris Emmas-Williams,  
E Hamilton and A Jones.

**Also present:** L West – Town Clerk.

The meeting was preceded by a minutes silence in memory of Brian Gration, a former member and Mayor of Heanor and Loscoe Town Council.

**AGENDA**

**PART 1 – NON-CONFIDENTIAL INFORMATION**

**001 Apologies**

No apology for absence was received.

**002 Declaration of Interest**

No declaration of interest was received.

**003 Dispensations**

No request for dispensation was received.

**004 Public Speaking**

No public questions were submitted.

**005 Exclusion of Public**

**Resolved:** Agenda item 7 – Staffing.

**006 Minutes**

The minutes of the Executive Committee meeting held on Monday 15 April 2024, having previously been circulated to members, were approved as a true record.

## **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’

### **007 Staffing**

A discussion was held with Mrs L West (Town Clerk). It was noted that the Town Clerk has withdrawn her resignation.

#### **Recommendation:**

1. Mrs West is offered flexible retirement with reduced hours taking the position of Responsible Financial Officer.
2. Mr Sharpe (assistant to the Town Clerk) takes the role of Town Clerk with increased hours.
3. Procedural advice is sought from DALC where necessary.

### **008 Date and Time of next meeting**

The date and time of next meeting to be advised.