

MABLETHORPE AND SUTTON TOWN COUNCIL

Mablethorpe Library and Community Access Point,
Stanley Avenue, Mablethorpe, LN12 1DP
Tel: 01507 329172

8th March 2016

NOTICE IS HEREBY GIVEN that a meeting of the Administration Committee of the Council will be held at the Mablethorpe Library and Community Access Point, Stanley Avenue, Mablethorpe **on Monday 14th March 2016 at 7.00 p.m.** at which the under mentioned business will be transacted.

Steve Fletcher

Mr S Fletcher
Town Clerk

A G E N D A

1. Apologies for Absence

To receive and accept apologies where valid reasons for absence have been given to the Town Clerk prior to the meeting.

2. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation

3. To approve as a correct record the notes of the meeting held on 23rd November 2015 and authorise the Chairman to sign the official minutes

4. Grant Awarding Policy

To consider and review the Grant Awarding Policy in relation to Event Grants and General Grants for 2016/17.

5. Mablethorpe Community Hall

To approve the temporary allocation of £6,000 (from general reserves) to enable the replacement folding doors project to commence, until receipt of the sinking fund from ELDC as part of the asset transfer process currently in negotiation. As deferred from the Extraordinary meeting of the Town Council held on 7th March 2016 (min 104, Extra TC 7.3. 16 refers)

6. HM Queen's 90th Birthday Celebrations

To receive the notes of the meeting of the working group planning the celebrations for HM Queen's 90th Birthday celebrations on Sunday 12th June and approve the expenditure of up to £1,000 from the 2016/17 Event Budget. (see attached report at Appendix A)

7. Review of earmarked reserves and designation of new earmarked reserve for asset maintenance

8. Review of committees and working groups

It is proposed by Cllr C Sweeney that, rather than individual task-based Working Groups, Working Groups should have a remit based on Committee functions. (see Appendix B)

9. Titles for Councillors

To consider and decide whether or not to continue with the practice of referring to Councillors by gender in notes of meetings and other communications.

10. Timetable of Meetings 2016/17

To recommend a timetable of meetings for 2016/17 for approval at the Annual meeting of the Council. (see attached as Appendix C)

11. Social Media Policy

To receive, discuss and adopt a Social Media Policy, and instruct the Town Clerk to set up a Town Council Facebook and Twitter account. (see Appendix D)

12. Councillor/Employee Protocol

To approve and adopt a Councillor/Employee Protocol. (see Appendix E)

13. To receive financial report of expenditure / income from 01.04.2015 to 29.02.2016