

MABLETHORPE AND SUTTON TOWN COUNCIL

Mablethorpe Library and Community Access Point,
Stanley Avenue, Mablethorpe, LN12 1DP
Tel: 01507 613644

7th November 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 November 2016 at 7.00 p.m.** at which the under mentioned business will be transacted.

S 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

3. To grant dispensations for budget and precept setting

Members are asked to grant dispensations to three newly elected Members of the council to allow for discussion and recommendations to the full Council with regard to 2017/18 budget and precept setting.

Written requests for Dispensation will be received from Cllrs C Matthews, M Gregory and Mrs P Palmer requesting dispensation for the period up to the next ordinary elections in 2019.

4. To approve as a correct record the notes of the meeting held on 19th September 2016 and authorise the Chairman to sign the official minutes

5. Clerk's report and update from previous meeting

6. Trusthorpe Household Amenity Site, Trusthorpe

To consider the request by LCC for written consent to the legal disposition of the land at Trusthorpe Household Amenity Site, Trusthorpe.

7. Updates to various Policies and Procedures

To consider and approve updates to various policies and procedures as follows:

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| (i) Code of Conduct | (ix) Confidential Reporting policy |
| (ii) Health & Safety Policy | (x) Councillor/Employee Protocol |
| (iii) Members' Allowance Policy | (xi) Data Protection Policy |
| (iv) Vexatious Complaints Policy | (xii) Filming & Recording Policy |
| (v) Antifraud & Corruption Policy | (xiii) Publication Scheme |
| (vi) Communications Policy | (xiv) Protected Characteristics Statement |
| (vii) Community Engagement Policy | (xv) Risk Management Policy |
| (viii) Complaints Procedure | |

8. To receive an update on income/expenditure to date