

MABLETHORPE AND SUTTON TOWN COUNCIL

Mablethorpe Library and Community Access Point,
Stanley Avenue, Mablethorpe, LN12 1DP
Tel: 01507 613645

15th October 2025

NOTICE IS HEREBY GIVEN and **elected Members are summoned to attend** 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 20th October 2025 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

3. To approve as a correct record the notes of the meeting held on 14th July 2025 and authorise the Chairman to sign the official minutes

4. Internal Audit Arrangements 2025 - 2026

To agree the continuation of current internal audit arrangement (four Council partnership, being Alford Town Council, Louth Town Council, Mablethorpe & Sutton Town Council and Skegness Town Council) as per guidance on Internal Audit as prescribed in Governance and Accountability for Smaller Authorities in England 2024.

5. Annual Review – Corporate Governance and Data Audit 2025

To undertake and confirm the Annual Corporate Governance Review and Data Audit 2025/2026 - Appendices A – F attached.

6. Policy Review 2025/26

To note updates to policy documentation 2025/26 following comprehensive review by the Policy Review Working Group. Updated Policies, Procedures and Governance Document 2025/2026 attached (appendix G).

7. Market Closure – Winter 2025/26

To note the winter closure of Mablethorpe market. The last trading day for 2025 will be Thursday 18th December 2025 and it will reopen on Thursday 2nd April 2025 (weather permitting).

8. Grant, Equipment & Funding Requests

a) Hope House – Mablethorpe

It is proposed by Cllr C Arnold and seconded by Cllr K Marnoch that the Town Council considers and agrees (or otherwise) making a grant donation of up to £2,526 to Hope House Mablethorpe, towards the refurbishment of additional areas and purchase of equipment to support their endeavours to establish a new Community Hub.

b) Sutton Gardening Group

To receive, consider and agree (or otherwise) a funding request of up to £3,000 from Sutton Gardening Group for autumn planting and bulbs.

c) Meridale – (update and funding request)

To **i)** note the replacement of 2 no. benches in the Meridale garden and **ii)** to consider and approve (or otherwise) the purchase and donation of 2 no. planters at a cost of £219.00 (ex VAT) each.

d) East Lindsey District Council

It is proposed by Cllr S Holland and seconded by Cllr R Watson that the Town Council considers and agrees (or otherwise) to loan 10 no. market stalls (including E&D costs) to East Lindsey District Council for the planned Light Waves event, Sutton on Sea on 25th October 2025.

9. Budget Review 2026/2027

To receive, consider and support (or otherwise) first budget review and requirements for the financial year 2026/2027.