

MABLETHORPE AND SUTTON TOWN COUNCIL

MINUTES OF A MEETING OF THE ADMINISTRATION COMMITTEE

Held on 30th October 2023

Present: Cllr C Tebbutt (Chairman)
Cllrs I Bailey R Bramall S Bristow
G Cullen S Holland D Mellor
M Nicholson G Parkhurst S Rayment
R Watson M Welby

Absent: Cllrs C Arnold

In attendance: Mr S Fletcher (Town Clerk)
Cllr P Russell
3 Members of the Public

Prior to the start of the meeting, Cllr Tebbutt advised that Mr David Summers had been successfully interviewed and appointed Town Crier. The Mayor, Cllr Paul Russell, presented Mr Summers with an official Warrant of Appointment.

17. **APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence with valid reasons given had been received from Cllrs C Arnold and R Bramall.

It was proposed, seconded and

Resolved: That apologies be noted with reasons accepted from Cllrs C Arnold and R Bramall.

18. **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**

Cllr R Watson non-pecuniary interest in agenda item 5 as a member of the applying organisation. He advised he would withdraw from the room and take no part in the discussion or the vote.

19. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING HELD ON 17th JULY 2023 AND AUTHORISE THE CHAIRMAN TO SIGN THE OFFICIAL MINUTES**

It was proposed, seconded and

Resolved: That the official minutes of the meeting of the Administration Committee held on 17th July 2023 be approved as a correct record and signed by the Chairman.

20. **REQUEST FOR REMOVAL OF BUS SHELTER – ADJACENT TO GREENFIELDS HOLIDAY SITE**

It was proposed, seconded and

Resolved: that a) the Town Council actions the request from Lincolnshire Police to permanently remove the brick-built bus shelter on land owned by Greenfields Holiday Site due to increased incidents of antisocial behaviour, vandalism and drug related matters; b) the removal would take place with consultation with the landowner; and c) provision for a replacement visible shelter would be provided at a future date, subject to approval of the landowner and clarification of community need.

21. **GRANT FUNDING REQUEST – SUTTON AND TENNYSON AMATEUR REPERTORY SOCIETY (STARS)**

It was proposed and seconded and

Resolved: That the Town Council supports / does not support the grant funding request from Sutton and Tennyson Amateur Repertory Society (STARS) towards the publicity and running costs for the Mablethorpe Pantomime 2023 and award £500 from the event grant budget 2023.

22. **Internal Audit Arrangements 2023 - 2024**

It was proposed and seconded and

Resolved: That the Town Council continues with the 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 2023.

23. **MARKET CLOSURE – WINTER 2023/24**

The winter closure of Mablethorpe market with the last trading day for 2023 being Thursday 21st December 2023 and the reopening in advance of Easter 2024 on Thursday 28th March 2024 (weather permitting) was noted.

24. **NABMA & MARTYN'S LAW**

An update from NABMA in respect of Martyn's Law was circulated and received. It was noted that the Town Council duty under H&S legislation includes consideration of safety in respect of its market operations and additional resources for improved barriers would be considered by the Market Working Group as necessary.

25. **UPDATE ON INCOME AND EXPENDITURE TO 30TH SEPTEMBER 2023.**

The Town Clerk circulated a comprehensive income/expenditure report and a budget monitoring document identifying overspend and underspend. The Town Clerk advised that income was reconciled up to and including 30th September 2023. The Chairman invited questions.

Clarifications on different budget heads were requested by Cllrs Bailey, Bristow, and Mellor. The Town Clerk and RFO gave complete and clear responses; the Chairman thanked the Town Clerk & RFO for presenting the comprehensive report.

26. **BUDGET REVIEW 2024/2025**

The Town Clerk & RFO circulated an initial comprehensive budget spreadsheet containing potential requirements for the financial year 2024/2025.

Following a full discussion and budget review (including amendments) the Town Clerk & RFO pointed out that the budget proposal (as amended) would incur a 6.61% monetary increase, it should be noted that this monetary increase was minimised by reducing the overall precept demand by way of offsetting with general reserves in the amount of £80,000.

The Town Clerk & RFO further advised caution, noting whilst this action kept the precept demand for 2024/25 within expected inflation percentages, a substantial percentage increase would be necessary in future years to operate effectively to deliver current services, noting there had been an overall budgetary increase of 19.08% since 2022/23.

It was proposed, seconded and

Resolved: That the budget proposal for the financial year 2024/25 (as amended) be submitted to the Town Council for ratification (or otherwise) at its meeting scheduled for 13th November 2023.

The meeting closed at 8.22 p.m.