

MABLETHORPE AND SUTTON TOWN COUNCIL

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

10th July 2023

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 17th July 2023 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. To appoint a Chairman for the 2023/24 municipal year
2. To appoint a Vice-Chairman for the 2023/24 municipal year
3. Apologies for Absence

To receive and accept apologies where valid reasons for absence have been given to the Town Clerk prior to the meeting.
4. 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
5. To approve as a correct record the notes of the meeting held on 11th April 2023 and authorise the Chairman to sign the official minutes
6. Grants Working Group

To receive and ratify (or otherwise) the Grant funding as recommended by the Grants Working Group.
7. Grant Funding request – Trusthorpe Community Projects Committee

To consider and agree (or otherwise) a funding request for up to £1,000 from Trusthorpe Community Projects Committee towards the cost of purchase of materials, planters and items associated with their 2023 'In-Bloom' competition entry.
8. Lincolnshire UHLT Clinical Survey

To note the Lincolnshire UHLT Clinical Survey ending on 21st July 2023.
9. Policy Adoption – Menopause Policy

To receive and adopt (or otherwise) the draft Menopause Policy (attached).
10. Policy Update - Beach Hut Terms and Conditions

To consider and approve (or otherwise) updates to the Beach Hut Terms and Conditions (to follow).
11. Policy Update – Market letting Terms and Conditions

To consider and approve (or otherwise) updates to the Market Occupancy Terms and Conditions (to follow).

12. Request for representative on outside body

To ratify the request from Sutton Carnival Committee for Cllr R Bramall to be the Town Council representative, with the Town Clerk/Representative invited to attend on occasion, as appropriate.

13. Resolution in accordance with Financial Regulation 6.7

In accordance with Financial Regulation 6.7, Members are asked to resolve to approve the continued use of a variable direct debits for utility supplies, credit card repayments and card payment service charges as appropriate.

14. Partnership working – Donation of Market Stalls and associated costs

To consider and support (or otherwise) partnership working with East Lindsey District Council (ELDC) by way of donation of market stalls and associated costs in respect of an ELDC event (to be operated and delivered by ELDC) to be held in Sutton on Sea on 27th August 2023.

15. To consider increasing limit on the Town Council credit card from £3,000 to £6,000 to ensure prompt payments and minimise business interruption.

16. To receive an update on income/expenditure April 2023 and May 2023.