

MABLETHORPE AND SUTTON TOWN COUNCIL
MINUTES OF MEETING OF THE
ADMINISTRATION COMMITTEE
Held on 17th October 2022

Present: Cllr C Tebbutt (Chairman)
Cllr A Howard (Vice Chairman)
Cllrs A Benjamin Ms S Carruthers Mrs J Cook
G Cullen B Dobbs S Holland
D Mellor G Parkhurst R Watson

Absent: Cllrs Mrs C Arnold Ms H Parkhurst P Russell

In attendance: Mr S Fletcher (Town Clerk)
Mr W Allis (Admin Assistant)
1 Member of the Public

20. **APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence with valid reasons given had been received from Cllrs Mrs C Arnold, Ms H Parkhurst and P Russell.

It was proposed, seconded and

Resolved: That apologies be noted with reasons accepted from Cllrs C Arnold, Ms H Parkhurst and P Russell

21. **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**

There were none.

22. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING HELD ON 11th JULY 2022 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 11th July 2022 be approved as a correct record and signed by the Chairman.

23. **REVISED ELDC CODE OF CONDUCT**

It was proposed, seconded and

Resolved: That the Town Council adopts the revised Code of Conduct (as attached) and this be submitted to the Town Council for ratification (or otherwise) at its meeting scheduled for 31st October 2022. Copies will be circulated to all elected Members and the Town Council website will be updated accordingly.

24. **MARKET OPERATION – WINTER 2022**

It was proposed, seconded and

Resolved: That, due to the poor take up and commitment from traders, the Town Council does not operate the market during the winter this year, with the last trading date for 2022 being 22nd December 2022 and returning in the Spring on 6th April 2023.

Note: Cllr R Watson raised concern in respect of public perception, the Town Clerk advised that a factual statement would be issued on the Town Council website and social media pages. It was noted that a meeting of the Markets Group was scheduled in the next few weeks.

25. **TO RECEIVE AN UPDATE ON INCOME/EXPENDITURE TO 30TH SEPTEMBER 2022**

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 2022.

The Chairman invited questions.

Clarification was requested by Cllr G Parkhurst on '*Miscellaneous Expenditure*' and Cllr R Watson on '*Subscriptions*'. The Town Clerk and RFO gave an accepted verbal response.

The Chairman thanked the Town Clerk & RFO for presenting the comprehensive report.

26. **BUDGET REVIEW 2023/2024**

The Town Clerk & RFO circulated an initial comprehensive budget spreadsheet containing potential requirements for the financial year 2023/2024.

The Town Clerk & RFO pointed out that whilst the budget proposal (as presented) would incur a 14.7% overall increase, those elected Members who attended the budget review meeting recommended reducing the precept demand by utilising general reserves up to the amount of £200,000.

The Town Clerk & RFO further advised caution, noting whilst this would reduce the precept demand for 2023/24, a substantial percentage increase may be necessary in 2024/25 in order to operate effectively. Following a full discussion: -

It was proposed, seconded and

Resolved: That the budget proposal for the financial year 2023/24 (as amended and attached) be submitted to the Town Council for ratification (or otherwise) at its meeting scheduled for 31st October 2022.

The meeting closed at 7.52 p.m.