

MABLETHORPE AND SUTTON TOWN COUNCIL

MINUTES OF A MEETING OF THE ADMINISTRATION COMMITTEE

Held on 11th July 2022

Present: Cllr C Tebbutt (Chairman)
Cllr A Howard (Vice Chairman)
Cllrs C Arnold Mrs J Cook G Cullen
B Dobbs S Holland D Mellor
P Russell C Tebbutt R Watson

Absent: Cllrs A Benjamin, Ms. S Carruthers, H Matthews, A Mee, G Parkhurst
and Ms H Parkhurst

In attendance: Mr S Fletcher (Town Clerk)
1 Member of the Public

1. **APPOINTMENT OF CHAIRMAN**

It was proposed, seconded and

Resolved: That Cllr C Tebbutt be appointed Chairman of the Administration Committee for the 2022/23 administration period.

2. **APPOINTMENT OF VICE CHAIRMAN**

It was proposed, seconded and

Resolved: That Cllr A Howard be appointed Vice Chairman of the Administration Committee for the 2022/23 administration period.

3. **APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence with valid reasons given had been received from Cllrs Ms S Carruthers, A Mee and Ms. H Parkhurst.

It was proposed, seconded and

Resolved: That apologies be noted with reasons accepted from Cllrs Ms S Carruthers, A Mee and Ms. H Parkhurst.

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**

Cllr R Watson advised the applicant at agenda item 8 was a customer of his business and would not take part in the debate.

5. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING HELD ON 18TH OCTOBER 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 18th October 2022 be approved as a correct record and signed by the Chairman.

6. **POLICY REVIEW – LONE WORKER POLICY**

It was proposed, seconded and

Resolved: That the Town Council approves and adopts the revised Lone Worker Policy noting that changes were implemented in May 2022 as instructed by Town Council (30.05.2022).

7. **RESOLUTION IN ACCORDANCE WITH FINANCIAL REGULATION 6.7**

It was proposed, seconded and

Resolved: That the Town Council approve the continued use of a variable direct debit for utility supplies, credit cards as appropriate, in accordance with Financial Regulation 6.7.

8. **TOURISM SIGN – SUPPORT FOR LOCAL BUSINESS.**

It was proposed, seconded and

Resolved: That the Town Council supports Kirkstead Holiday Park's application to LCC to obtain permissions for 2 no. Tourism Signs (brown signs) in the following locations (subject to LCC approval):

- i. Mile Lane / junction of North Road
- ii. A52 / junction of North Road

9. **ADDITIONAL WASTE COLLECTION – MABLETHORPE**

It was proposed, seconded and

Resolved: That this item be deferred, subject to further discussions with LCC, ELDC and service contractor(s) with due diligence in respect of costs and viability and the construction and presentation of a robust business plan to be submitted to the Town Council for consideration.

10. **TO RECEIVE AN UPDATE ON INCOME/EXPENDITURE APRIL 2022 TO JUNE 2022.**

The Town Clerk circulated a comprehensive income/expenditure report and a budget monitoring document and advised that income/expenditure was reconciled from 1st April 2022 up to and including 30th June 2022.

It was proposed, seconded and

Resolved: That the income and expenditure report be accepted.

Prior to the close of the meeting, Cllr Howard as Chairman and on behalf of LALC gave out certificates to long serving Members of the Town Council.

The meeting closed at 7.29 p.m.