MABLETHORPE AND SUTTON TOWN COUNCIL

MINUTES OF A MEETING OF THE ADMINISTRATION COMMITTEE

Held on 13th July 2026

Present:	Cllr	C Tebbutt (in the Chair)		
	Cllrs	C Arnold	I Bailey	S Bristow
		G Cullen	S Holland	H Parkhurst
		S Rayment	P Russell	R Watson
Absent:	Cllrs	D Mellor	M Wellby	

In attendance: Mr S Fletcher (Town Clerk)
Cllr K Marnoch
Cllr G Parkhurst
3 members of the Public

1. **TO APPOINT A CHAIRMAN FOR THE FORTHCOMING CIVIC YEAR**

It was proposed, seconded and
Resolved: That Cllr C Tebbutt be appointed as Chairman of the Administration Committee for the forthcoming civic year.

2. **TO APPOINT A VICE-CHAIRMAN FOR THE FORTHCOMING CIVIC YEAR**

It was proposed, seconded and
Resolved: That Cllr C Arnold be appointed as Vice-Chairman of the Administration Committee for the forthcoming civic year.

3. **APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence with valid reasons given had been received from Cllrs D Mellor and M Wellby

It was proposed, seconded and
Resolved: That apologies be noted with reasons accepted from Cllrs D Mellor and M Wellby

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 of a non -pecuniary interest in agenda item 7c as a board member appointed by ELDC and advised he would leave the room. Cllr G Parkhurst advised of a non pecuniary interest in agenda item 7d as a member of a subgroup of the applicant body and would not take part in any discussion.

5. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING HELD ON 20th OCTOBER 2025 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 20th October 2025 be approved as a correct record and signed by the Chairman.

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

It was proposed, seconded and
Resolved: That in accordance with Financial Regulation 6.7, the Town Council approves the continued use of variable direct debits for utility supplies, credit card repayments and card payment service charges as appropriate.

7. **GRANTS, EQUIPMENT AND FUNDING REQUESTS**

a) **FUNDING REQUEST – THE COMMUNITY TABLE CIC**

It was proposed, seconded and
Resolved: That the Town Council supports funding support in the amount of £500 towards the purchase of additional commercial display refrigeration.

b) **FUNDING REQUEST – COMMUNITY VOLUNTEER CAR SERVICE (CVCS) SUTTON ON SEA**

It was proposed, seconded and
Resolved: That the Town Council supports funding in the amount of £500 towards the purchase of new laptop and equipment project.

c) **EQUIPMENT REQUEST - BEACH HUT USE BY MAGNA VITAE 2027**

It was proposed, seconded and
Resolved: That i) correspondence of thanks received from Magna Vitae for the use of beach huts for the 2026 SO Festival be received and ii) the Town Council supports by way of full charge waiver the use of 17 no. beach huts, Queens Park, Mablethorpe for the SO festival (June 2027) operated by Magna Vitae.

d) **FURLONGS FESTIVAL 2026- UPDATE**

Note: Furlongs Festival – Equipment donation of 30 no. market stalls (budget previously agreed) for use on 19th August 2026.

8. **EQUIPMENT PURCHASE – WATER BUTTS, MABLETHORPE INTERAGENCY / COMMUNITY HALL**

It was proposed, seconded and
Resolved: That the Town Council purchases and installs 10 no. water butts and associated equipment around the Mablethorpe Interagency & Community Hall building (Town Council owned) to assist with water collection to minimise environmental impact with costs to be met from earmarked reserves (EMR's).

9. **POTENTIAL PARTNERSHIP PROJECT – POPPIES ON THE PROM EVENING MARKET**

It was proposed, seconded and
Resolved: That the Town Council agrees to partnership working with Poppies on the Prom to deliver an evening market during summer 2026 subject to legal permissions and contractual matters.

10. **TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING: -**

- To consider volunteer recruitment matter.

It was proposed, seconded and
Resolved: That the Town Council moves into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed.

Following a full discussion

It was proposed, seconded and
Resolved: That the Town Council supports the recruitment of a replacement Town Crier and requests the Personnel Committee to move forward with the process.

The meeting closed at 7.52 p.m.