

MABLETHORPE AND SUTTON TOWN COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
TOWN COUNCIL**

Held on 6th May 2025

Present:

Cllr	C Arnold (in the Chair agenda item 1 only)		
	C Tebbutt in the Chair (agenda items 2 to 12)		
Cllrs	I Bailey	S Bristow	V Clark
	L Cooper	G Cullen	S Holland
	K Marnoch	D Mellor	M Nicholson
	G Parkhurst	H Parkhurst	J Rastall
	S Rayment	P Russell	D Tyler
	R Watson	M Wellby	

In attendance:

Mr S Fletcher (Town Clerk)
Mrs D Onyskiw (Admin Assistant)

Also present:

10 members of the public
Rev. P Liley

**1. TO ELECT A CHAIRMAN/TOWN MAYOR FOR THE ENSUING YEAR (2025/26) AND TO
RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN
(MAYOR) OF MABLETHORPE & SUTTON TOWN COUNCIL 2025/26**

The retiring Mayor occupied the Chair for nominations for the appointment of Mayor for the ensuing year.

Cllr C Arnold proposed that Cllr C Tebbutt be elected Chairman/Mayor for the forthcoming civic year.

Cllr G Parkhurst seconded the proposal.

It was therefore

Resolved: That Cllr C Tebbutt be elected Chairman/Mayor for the ensuing year.

The chain of office was passed from Cllr C Arnold to Cllr C Tebbutt with congratulations and a round of applause ensued.

Cllr C Tebbutt signed the formal Declaration of Acceptance of Office of Chairman/Mayor, which was countersigned by the Town Clerk as Proper Officer of the Council. Cllr Tebbutt briefly addressed the meeting. Cllr C Arnold invited Cllr H Parkhurst to accept the Consort's Ribbon of Office.

The incoming Mayor gave his thanks to the outgoing Mayor and invited all present to join him in a round of applause for the outgoing Mayor.

The outgoing Mayor gave her congratulations to the new Mayor and thanked Cllr C Tebbutt for his support as deputy Mayor during her Mayoral period. Cllr C Arnold also thanked members of staff for their support and hard work during 2024/25.

A small gift was presented on behalf of the Town Council to the retiring Mayor by the Town Clerk and Cllr C Tebbutt presented Cllr C Arnold with a commemorative medal. Elected members thanked Cllr C Arnold for her service to the Council as Mayor during 2024/25.

2. **TO ELECT A VICE CHAIRMAN/ DEPUTY MAYOR FOR THE ENSUING YEAR AND RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE OF THE VICE-CHAIRMAN OF MABLETHORPE & SUTTON TOWN COUNCIL**

Cllr C Arnold proposed Cllr K Marnoch for the position of Vice Chairman/Deputy Mayor. Cllr G Cullen seconded the proposal.

It was further proposed by Cllr C Tebbutt and seconded by Cllr S Bristow that Cllr G Parkhurst be proposed for the position of Vice Chairman/Deputy Mayor.

It was further proposed by Cllr L Cooper and seconded by Cllr I Bailey that Cllr H Parkhurst be proposed for the position of Vice Chairman/Deputy Mayor.

It was:-

Resolved: That the vote be taken by secret written ballot.

One round of secret ballot ensued with the Town Clerk verifying the votes which were independently witnessed by Rev. Peter Liley:-

It was therefore

Resolved: That Cllr K Marnoch be appointed Vice Chairman/Deputy Mayor for the ensuing year.

The chain of office was passed to Cllr K Marnoch by Cllr C Tebbutt with congratulations and a round of applause ensued.

Cllr K Marnoch who, having thanked the Mayor, duly signed the formal Declaration of Acceptance of Office of Deputy Chairman/Mayor, which was countersigned by the Town Clerk as Proper Officer of the Council.

Cllr K Marnoch briefly addressed the meeting.

3. **PUBLIC FORUM**

It was proposed, seconded and

Resolved: That the meeting be suspended for a short while to allow for questions in a public forum.

4. **RELIGIOUS OBSERVANCE**

Prayers were led by Rev. Peter Liley.

5. **APOLOGIES FOR ABSENCE**

There were none.

6. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011**

There were none.

7. **APPOINTMENTS TO COMMITTEES OF THE COUNCIL, WORKING GROUPS, TASK & FINISH GROUPS AND REPRESENTATIVES ON OUTSIDE BODIES**

The Town Clerk advised that elected Members had met informally as per custom and practice of the Authority and those elected Members present had recommended that all Councillors should remain on the same committees and working groups for a further year for continuity and to minimise expense.

It was noted that correspondence and associated documentation had been circulated in advance of the meeting to all elected Members.

It was proposed, seconded and

Resolved: That the Town Council appoints elected Members to Committees, Working Groups/Task and Finish Groups of the Council, and as Representatives on Outside Bodies as detailed in the previously circulated document (copy attached).

It was noted that the Vice Chairman/Deputy Mayor retains the right to choose the Chairmanship of one Committee to the Council as per adopted Standing Order 45 (g) and, in this regard, Cllr K Marnoch nominated the Planning Committee for her chairmanship.

8. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING OF THE COUNCIL HELD ON 14TH APRIL 2025**

It was proposed, seconded and

Resolved: That the official minutes of the meeting of the Council held on 14th April 2025 be approved as a correct record and signed by the Chairman.

9. **TO RECEIVE THE NOTES OF THE FOLLOWING MEETINGS AND ADOPT THE RECOMMENDATIONS AS INDICATED**

It was proposed, seconded and

Resolved: That the acts, proceedings and recommendations of the following committee be approved:

- i) Planning Committee 28th April 2025
- ii) Council Properties Working Group Notes 14th April 2025 and Summary of site visit 24th April 2025

10. **ARRANGEMENT FOR INSPECTION OF PUBLIC RECORDS FOR 2024/25 WITHIN THE 2025/26 ADMINISTRATION PERIOD**

It was proposed, seconded and

Resolved: That the Town Council confirms the dates for the provision of period for the exercise of public rights as required by the Accounts and Audit Regulations for the period covering 2024/25 being 3rd June 2025 to 14th July 2025 and confirms conformity by instructing the Town Clerk & RFO to display such period notice the Town Council website and noticeboards.

11. **TO RECEIVE AND NOTE GRANT FUNDING AWARDED BY THE GRANTS WORKING GROUP.**

The grant funding awards below were noted.

Applicant	Grant Type Event / Small	Purpose	Amount / Item Requested	Amount Awarded
Sutton on sea Allotments	Small grant	Purchase of lawn mower for communal areas	£100	£ 100.00
Flanders Friends	Event Grant	Poppies on the Prom 2025	Up to £6,000	-
Sutton Carnival Committee	Event Grant	Sutton Carnival 2025	Up to £2,155	£ 2,155.00
Sherwood Youth & Community Hut	Small Grant	Office supplies and consumables	Up to £500	£ 500.00

12. **FINANCIAL MATTERS:**

a) Bank Balances

To note bank balances as at 17th April 2025 (latest received statement(s)).

Account ending 3703	£ 40,027.22	Account ending 4082	£ 101,042.85
Account ending 2423	£ 8,334.56	Account ending 8803	£ 4,535.41(31.03.25)

The combined CCLA investment return 1st April 2024 to 31st March 2025 £ 48,148.40 was noted.

b) Orders for Payment and Income

To authorise the signing of orders for payment and to note income for March 2025.

It was proposed, seconded and

Resolved: That (a) Orders for **payment** made in the sum of **£50,027.24** in March 2025 be authorised and (b) **income** received in the amount of **£21,622.16** in March 2025 be noted.

The meeting closed at 7.41 p.m.