



**Town Council Cottage
7 Front Street
Newbiggin by-the-sea
Northumberland NE64 6NU
Tel: 01670 811048**

To: All Members of Newbiggin by-the-Sea Town Council

Dear Councillor

07 September 2011

You are requested to attend the meeting of the **Newbiggin by-the-Sea Town Council** to be held at 7.00 pm in the St Bartholomew's Church Centre Newbiggin by-the-Sea on **Wednesday 14 September 2011**.

Open Session to consider any questions from members of the public present at the meeting prior to the commencement of business. This will be at the invitation of the Chairperson and for a period of 15 minutes and limited to 3 minutes per person.

AGENDA

1. **Apologies for absence**
2. **Minutes** of the previous meeting held on 10 August 2011 (attached)
3. **DECLARATION OF MEMBERS INTERESTS**

Members are invited to disclose any personal and/or prejudicial interests they may have in any of the items of business on the agenda in accordance with the Code of Conduct.

4. **Older persons conference**
5. **Tri Northumberland Triathlon Event**
6. **Newbiggin Gardens Competition**

Urgent Business (if any) To consider such other business as, in the opinion of the Chairperson, should, by reason of special circumstances, be considered as a matter of urgency.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Dennis Earl', is written over a thin horizontal line.

Dennis Earl
Town Clerk