



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 March 2012

You are requested to attend the meeting of the **Newbiggin by-the-Sea Town Council** to be held at 7.00 pm in the Newbiggin by-the-Sea Sailing Club on **Wednesday 14 March 2012**.

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 08 February 2012 (attached)
3. **Minutes** of the Grant Committee held on 29 February 2012 (attached)
4. **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.
5. **Meeting Dates 2012-13**
6. **Music Bursary**
7. **High Street Portas Project**
8. **Risk Assessment**
9. **Insurance arrangements**
10. **Town Assembly – Conference for Older People**
11. **Newbiggin Skate Park**
12. **Youth Development Schemes**

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 horizontal line.

Dennis Earl Town Clerk