



**The Bungalow  
Woodhorn Road  
Newbiggin by-the-sea  
Northumberland NE64 6HG  
Tel: 01670 851833  
01 March 2017**

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

Dear Councillor

You are requested to attend a meeting of the **Newbiggin by-the-Sea Town Council** to be held at 7.00 pm at Newbiggin Sports and Community Centre on **Wednesday 08 March 2017**.

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 - PART I**

1. **Apologies for absence**
2. **Minutes** of the previous meeting held on 08 February 2017.
3. **Minutes** of the Grant Committee held on 08 February 2017
4. **Minutes** of the Environmental Working Group held on 15 February 2017
5. **DECLARATION OF MEMBERS INTERESTS** Members are invited to disclose any Disclosable Pecuniary Interests or other personal interests they may have in any of the items of business on the agenda in accordance with the Code of Conduct.
6. **Request for Financial Assistance – Wansbeck Valley Food Bank**
7. **Newbiggin Royal British Legion – Memorial Walls**
8. **Risk Assessment**
9. **Insurance Renewal**
10. **Elections Process and Costs**
11. **Environmental Schemes and Wildflower Planting**
12. **Town Centre Development**
13. **Policies – Member/Officer Protocol;  
- Habitual Abusive Persistent or Vexatious Behaviour**
14. **Support for Newbiggin Development Trust**



15. **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.

## PART II

**It is expected that matters included in this part of the Agenda will be dealt with in private. Any Reports referred to are enclosed for members and officers only and marked "Not for Publication".**

**EXCLUSION OF PRESS AND PUBLIC** The Committee is invited to consider passing the following resolution: That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part I of Schedule 12A of the 1972 Act relating to personal financial and business affairs

16. **Staff Establishment**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Dennis Earl', is written over the typed name.

Dennis Earl Town Clerk