



**The Bungalow
Woodhorn Road
Newbiggin by-the-sea
Northumberland NE64 6HG
Tel: 01670 851833
08 June 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 14 June 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 17 May 2017.
3. **Minutes** of the Grant Committee held on 24 May 2017
4. **Minutes** of the Environmental Working Group held on 24 May 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. **Newbiggin by-the-Sea Parkrun**
7. **Notices of Motion**
8. **Councillor Harrison to move:**

That Newbiggin by the Sea Town Council:

- a. Schedule a Finance Committee meeting the month following the end of each financial quarter, April, July, October and January, to receive, scrutinise, agree Cash Book/bank reconciliation and compare actual spend against each budget head.
- b. The papers and reports are published on the website to ensure adherence to **Newbiggin by the Sea Town Council Financial Regulations 2016, Local Transparency Code 2015** and the **Governance and Accountability for Smaller Authorities in England Guide 2017**.
- c. A Finance Committee meeting is convened at the end of the financial year to consider the submission to the internal auditor.

9. **Councillor Bromwich-Alexandra to move:**

That Newbiggin-by-the-Sea Town Council: -

- a. appoint a working group of three councillors with relevant experience / knowledge to review the provision and explore the NALC option, reporting back to the July meeting of the Council; and
- b. request Stephen Rickitt of NALC to attend the July meeting to demonstrate the NALC website provision and be on hand to provide factual information in support of the Council's debate and decision on website provision.

10. **Councillor Thompson to move:**

That Newbiggin by-the-Sea Town Council contributes no less than £2,500 for each of the next four years of this administration to ensure that Newbiggin Jayess Brass Band is on a sound financial footing to attend regional and national competitions to represent the town and help develop our continuing support towards the cultural base of Newbiggin by-the-Sea.

11. **Councillor Hartley to move:**

That Newbiggin-by-the-Sea Town Council:-

Request Newbiggin Development Trust Ltd. to provide a written report in advance of the July Town Council meeting and attend to give a presentation on the work of the company to date along with details of how the £15,000 grant from the Town Council will be spent.

12. **Councillor Hartley to move:**

That Newbiggin by the Sea Town Council:

Appoint a small group of councillors to consider the issues involved in providing a registered business address for local companies and/or a meeting place for local organisations.

The working group will be independent of any group, company or organisation currently seeking to use the premises for either purpose and will draft a report and recommendation for presentation to the Council at the July 2016 meeting.

13. **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



Dennis Earl Town Clerk