



Town Council Cottage
7 Front Street
Newbiggin by-the-sea
Northumberland NE64 6NU
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To: All Members of Newbiggin by-the-Sea Town Council

Dear Councillor

07 November 2012

You are requested to attend the meeting of the **Newbiggin by-the-Sea Town Council** to be held at 7.00 pm at the Newbiggin by-the-Sea Sailing Club on **Wednesday 14 November 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 PART I

1. **Apologies for absence**
2. **Minutes** of the previous meeting held on 10 October 2012 (attached)
3. **Minutes** of the Grant Committee held on 10 October 2012 (attached)
4. **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.
5. **Local Council Charter for Northumberland**
6. **Local Service Transfer**
7. **Newbiggin Arts Centre**
8. **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