



**Woodhorn Villa  
Woodhorn Lane  
Newbiggin by-the-sea  
Northumberland NE64 6PY  
Tel: 01670 851833  
03 October 2013**

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 the St Bartholomew's Church Centre on **Wednesday 09 October 2013**.

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 11 September 2013 (attached)
3. **Minutes** of the Grant Committee held on 25 September 2013 (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. **Families by the Sea – Presentation**
6. **Bus Quality Contracts Scheme**
7. **Newbiggin by the Sea Traders Association – request for donation**
8. **Deed Signatories**
9. **Bank Signatories**
10. **Urgent Business** 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