



**Newbiggin by the Sea Town Council**

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To Members of Newbiggin by-the-Sea Town Council; J Casey, M Martin, T Roll, L Spratt, A Sutherland, G Woodman, J Woodman, and A Wootton.

You are summoned to the Annual Meeting of the Town Council to be held on Wednesday 11<sup>th</sup> June 2025 at 6:30pm at St. Bartholomew's Church Centre for the transaction of the business shown on the agenda below.

A handwritten signature in black ink, appearing to read 'Leanne'.

Leanne Lawson  
Town Clerk & Responsible Financial Officer  
4<sup>th</sup> June 2025

**OPEN SESSION**

In line with Standing Order 3e-j members of the public may at the invitation of the Chairman ask questions, make representations, and provide information to the Council in respect of the business on the agenda or any other Town Council services.

**BUSINESS TO BE TRANSACTED**

- 1. To receive apologies for absence**
- 2. To receive any declarations of interest from members:**

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Newbiggin by the Sea Town Council Code of Conduct for Members and by the Localism Act 2011. Members are asked to review their completed Register of Interest forms to ensure that they are accurate and up to date.
- 3. To approve the minutes of previous meeting of the Annual Town Council held on 7<sup>th</sup> May 2025.**
- 4. To approve the minutes of the Extraordinary meeting held on 28<sup>th</sup> May 2025**
- 5. To receive the minutes of the Annual Parish Meeting held on the 21<sup>st</sup> May 2025**

- 6. Reports for information to Full Council**
  - 6.1 Northumberland County Councillors** – Cllr Ben Audsley and Cllr Karl Green
  - 6.2 Northumbria Police**
  - 6.3 Borderlands Place Programme** – Cllrs Wootton and J Woodman
  - 6.4 Northumberland Association of Local Councils** – Cllr G Woodman
  
- 7. Finance Governance Matters**
  - 7.1** To Receive the Internal Audit Report for Year 2024/2025
  - 7.2** To agree to any recommendations within the report
  
- 8. Annual Governance and Accountability Return 2024/25**
  - 8.1** To approve the Annual Governance Statement 2024/2025
  - 8.2** To approve the Accounting Statements for 2024/2025
  - 8.3** To approve the dates for the exercise of Public Rights for Inspection
  
- 9. To agree to a Town Council Visioning Session**
  
- 10. To Discuss the Spital Park Play area**
  
- 11. Exclusion of press and public**
  
- 12. Bungalow**

**Dates of next meetings being:**

Environmental Committee – 25<sup>th</sup> June 2025

Ordinary Town Council – 09<sup>th</sup> July 2025

Finance & HR Committee – 16<sup>th</sup> July 2025

No meetings in August