



Newbiggin by the Sea Town Council

76 Front Street, Newbiggin by the Sea,
Northumberland NE64 6QD
Telephone: 01670 851833

Town Clerk: Leanne Lawson
email: ask@newbiggintowncouncil.gov.uk
website: www.newbiggintowncouncil.gov.uk

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

Cc: Cllrs T Roll and J Woodman.

You are summoned to the meeting of the Finance Committee to be held on Wednesday 16th July 2025 at 6:30pm in Salvation Army Community Hall the transaction of the business shown on the agenda below.

A handwritten signature in black ink, appearing to read "Leanne", is positioned above the typed name of the Town Clerk.

Town Clerk and Responsible Financial Officer
9th July 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 Appoint a Chairman and Vice-Chair**
- 2. To Receive Apologies for Absence**
- 3. 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.
- 4. Approval of minutes of previous meetings**
 - 4.1 Minutes of the Finance and HR Committee meeting held 9th April 2025
- 5. Finance Statements and Reports**
 - 5.1 To Receive the Budget Monitoring Statements to the end of June 2025.
 - 5.2 To Receive the Authorisation of Payments list to the end of June 2025.
 - 5.3 To Receive bank Reconciliation to end of June 2025
- 6. To note Terms of Reference for the Finance and HR Committee**

7. To consider Small Grant Requests

7.1 RNLI

7.2 AB - Muay Thai Fighter

8 To Consider Large Grant Requests

8.1 ESCAPE Family Support

8.2 Newbiggin WI

8.3 Newbiggin Bowling Green