



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, 12TH November, at 6:30 pm 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 "Lawson".

Leanne Lawson
Town Clerk & Responsible Financial Officer
5th November 2025

OPEN SESSION

In line with Standing Order 3e-j, members of the public may, at the invitation of the Chair, 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 the previous meeting of the Ordinary Town Council held on 8th October 2025.**
- 4. To note the minutes of the Environmental Committee meeting held on the 15th October 2025**
- 5. Allotment Update**
- 6. Beach and Promenade**
- 7. Christmas Light Switch on and December**

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- 8. Playzone – Steering Group**
- 9. Community Sports Coach Role (Playzone)**
- 10. Service Level Agreement – Northumberland Sports Development/Newbiggin by the Sea Town Council**
- 11. Representation at Triplett’s Woodhorn Charity**
- 12. Central Park**
- 13. To note the Christmas office opening/closing hours**
- 14. Reports for information to Full Council**
 - 14.1 Northumberland County Councillors – Cllr Ben Audsley and Cllr Karl Green**
 - 14.2 Northumbria Police**

Dates of next meetings are:

Finance and HR Committee – 19th November 2025 – Budget

Ordinary Council – 10th December 2025

Ordinary Council – 7th January 2026

Finance and HR Committee – 21st January 2025