



Newbiggin by the Sea Town Council

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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, 19th November 2025, at 6:30 pm 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

12th 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.

3. Approval of minutes of previous meetings

3.1 Minutes of the Finance and HR Committee meeting held 16TH July 2025

4. Finance Statements and Reports

4.1 To Receive the Budget Monitoring Statements to the End of October 2025.

4.2 To Receive the Authorisation of Payments list to the End of October 2025.

4.3 To Receive Bank Reconciliation to the End of October 2025

5. To consider Small Grant Requests

5.1 Elizabethan Hall

5.2 Newbiggin Learning Hive

5.3 FT - Muay Thai Fighter

5.4 Community Garden

5.5 Newbiggin Climate Group

5.6 Reiverdale Scouts

5.7 Newbiggin Rowing Club

5.8 AFC Newbiggin Juniors

5.9 Newbiggin Veterans Association

5.10 Beyond Youth

6 To Consider Large Grant Requests

6.1 Newbiggin Boxing Club

7 Preliminary Budget Discussions

7.1 The Indicative Tax Base for 2026/2027

7.2 The Responsible Financial Officer will present the first draft budget for discussion