



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, 18th February 2026, 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 "Leanne", written in a cursive style.

Leanne Lawson
Town Clerk & Responsible Financial Officer

12th February 2026

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 7th January 2026.**
- 4. To approve the minutes of the Extraordinary meeting held on the 14th of January 2026**
- 5. To note the minutes of the Finance and HR Committee meeting held on the 21st of January 2026.**
- 6. Playzone – Steering Group**
- 7. Payroll Pricing Structure Update – Amendment to SLA**

8. **Northumberland Town and Parish Council Conference**
9. **Allotment – Update**
10. **Newbiggin Environmental Network**
11. **To Receive a Briefing Note from Project Shield**
12. **Potential Funding Opportunity – additional Stake Park facilities**
13. **To Receive the Community Governance Review Consultation**
14. **To Receive the Consultation for Beach Terrace from Highways**
15. **Beach and Promenade**
16. **To Consider Adoption of the Draft Display Screen Equipment (DSE) Eye Test Policy**
17. **To Consider Correspondence Received in Relation to Fireworks Night Event**
18. **To Receive an Update for Firework Night 2026**
19. **Reports for information to Full Council**
 - 19.1 **Northumberland County Councillors** – Cllr Ben Audsley and Cllr Karl Green
 - 19.2 **Northumbria Police** – In person or report
 - 19.3 **Borderlands Place Programme** – Cllr J Woodman, A Wootton and Town Clerk
 - 19.4 **Northumberland Association of Local Councils** – Cllr J Casey and G Woodman

Dates of next meetings are:

Environmental Committee – 25th February 2026

Ordinary Council – 18th March 2026

Finance and HR Committee – 8th April 2026

Ordinary Council – 15th April 2026

Environmental Committee – 22 April 2026