


NEWQUAY COUNCIL



Newquay Town Council, Municipal Offices, Marcus Hill, Newquay TR7 1AF
Tel: (01637) 878388 Email: Office@newquaycouncil.co.uk Web: www.newquaycouncil.co.uk
Town Clerk of Newquay: Andrew Curtis

Wednesday 31 January 2018

You are hereby invited to attend an extraordinary meeting of the **Quality Status Committee** which is to be held on **Thursday 08 February 2018 at 09:30am** in the **Council Chamber, Municipal Offices, Marcus Hill, Newquay** for the purpose of transacting the business on the below agenda.

Yours sincerely,



Andrew Curtis BA (Hons) FIAB FCMI FSLCC MAAT MIOd
Town Clerk and Responsible Finance Officer

AGENDA

1. **Election of Chairman for the 2017-18 Civic Year**
To receive nominations and elect a Chairman for the Quality Status Committee 2017-18
2. **Election of Vice-Chairman for the 2017-18 Civic Year**
To receive nominations and elect a Vice-Chairman for the Quality Status Committee 2017-18
3. **Apologies**
To receive and accept apologies for absence
4. **Interests**
To receive **Declarations of Interest** and **Dispensations** awarded in respect of items on the agenda.
5. **Minutes**
To take as read and confirm as accurate the minutes of the meetings held on **09 March 2017**
6. **Matters Arising** (for information only)
To discuss or note any matters arising from the minutes under item 3.
7. **Public Question Time** (15 minutes allowed)
To receive previously notified public questions, followed by verbal questions from attending public
8. **Correspondence** (if any, relevant to Quality Status only)
To receive and note the list of **Correspondence** and to refer or respond accordingly
9. **Terms of Reference and Risk Assessment Update**
 - A. To receive, consider and adopt the committee Risk Assessments

- B. To receive, consider and recommend any changes to Terms of Reference to Full Council (if required)

10. Newquay Town Council Community Award Scheme

To receive an update and make any decisions appertaining to the Annual Award Scheme including the process and budget spend for 2018

11. To review and update the Council's current position regarding the Local Council Award Scheme (LCAS)

- i. Decisions and appropriate actions to plan for the next levels of the award*
- ii. Council business plan*

12. Town Council's website and other social/digital media

- A. To sanction the commissioning of a new Town Council website which focuses on encouraging greater public engagement and is more user-friendly
- B. To discuss social and digital media and formulate any suggestive policy frameworks in relation to their use

13. QS projects and priorities 2018-2021

- A. To receive an update and make any decisions in relation to the Quality Status projects during 2018-2021, including whether this committee should become a working party
- B. To review and consider the draft FBOS Action plan as a recommendation to committees on a structured framework for managing their identified priorities within the Strategic Business Plan

14. Crier Magazine/Public Engagement

To receive an update and make any decisions in relation to the Crier Magazine, Budget Questionnaire, Annual Report and other Public Engagement activities being proposed

15. Town Crier's uniform

To receive an update and make any decisions in relation to the Town Crier's uniform

16. Civic Regalia

To receive an update and make any decisions in relation to the Civic Regalia

17. Council Chamber and Committee Room

To receive an update and make any decisions in relation to the Council Chamber and Committee Room

18. Items for information and discussion only

19. Date of the next meetings

The next Quality Status Committee meeting is to be decided and will take place in the Council Chamber, Municipal Offices, Marcus Hill, Newquay TR7 1AF.

Committee Members: Cllrs Mrs Dixon, Mrs Craze, Monk, Towill, Wilding, Jones and Pringle.