

# 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

Dear Sir/Madam,


You are hereby invited to a meeting of the **Quality Status Committee** which is to be held on **Tuesday 29<sup>th</sup> July 2014** at **7pm** in the **Council Chamber, Marcus Hill Offices** for the purpose of transacting the following business:

## AGENDA

1. To elect a Committee Chairman for the Civic Year 2014-15
2. To elect a Committee Vice Chairman for the Civic Year 2014-15
3. **To receive and accept apologies for absence**
4. To receive **Declarations of Interest**
5. To approve the minutes of the meeting held on **8<sup>th</sup> April 2014**
6. Matters arising
7. Matters referred
8. Public Question time (10 minutes allocated)
9. To discuss and make recommendations on the Committee Terms of Reference, Aims and Objectives and Risk Assessments
10. Update on the Town Council's Website
11. To receive, consider and make any decisions on the Council's IT Infrastructure (information attached and to follow)
12. To receive an update on the purchase of new flags
13. To receive an update on the purchase of business cards
14. To discuss and make any recommendations on public engagement during key projects and tasks
15. To receive an update on the status of the Quality Council scheme (information to follow)
16. To receive an update on Public Information measures:
  - a. *Annual Crier*
  - b. *Mini Crier*
  - c. *News & Trader*
  - d. *Public Noticeboards*
17. To discuss and make any recommendations regarding a Council Surgery scheme in the context of Quality Status
18. Items for discussion (if appropriate)
19. Date and time of next meeting

Tuesday 22<sup>nd</sup> July 2014

Signed: \_\_\_\_\_

  
Mr A Curtis BA (Hons) MOS  
**Town Clerk & RFO**

### Committee Members

CLLrs C Leadbetter (Chairman), J Rainbow (Vice Chairman), S Slade, K Towil, Mrs L Cherry and S Carter.