

SANDBACH TOWN COUNCIL

Quality Committee

Agenda for the meeting to be held on Thursday, 29 June 2006 at 7.15 pm in the Sandbach Literary Institution.

1. APOLOGIES FOR ABSENCE

2. QUALITY COMMITTEE TERMS OF REFERENCE

Extract for Town Council Minute item 14.3 on 11 May 2004

14.3 Quality Council Committee

Resolved that Quality Council Committee become a ten member body responsible for recommending policy and action to Council on achieving Quality Council status, undertaking Standing Orders review, the assessment of future office accommodation needs and options and the identification of appropriate services and corresponding budget potential for Town Council direct service provision.

To reconsider the above terms of reference and recommend any changes thought necessary to the Town Council

3. QUALITY SUB-COMMITTEES AND THEIR MEMBERSHIP

3.1 Premises Sub-committee

That a Sub-committee be formed to take over the duties of the SLI working group and attend to the Council's needs within the SLI building.

To agree the membership of such Sub-committee.

3.2 Newsletter Sub-committee

That a Sub-committee be formed to prepare a regular newsletter and arrange publication and distribution.

To agree the membership of such Sub-committee.

3.3 Town Hall Working Group

That the working group is confirmed.

To agree the membership of the working group.

4. COMMUNITY POLICE SUPPORT OFFICERS

To consider proposals from the Police that the Council provides funds for one or more CPSO.

To make a recommendation to the Town Council.

5. SANDBACH TOWN HALL

To recommend the attached report from the working group to the Town Council. Financial information will be provided at the meeting.

6. COUNCIL PROJECTS AND RESPONSIBILITIES

6.1 Compact Workshop

To consider a workshop to review the Council's obligations under the Compact.

6.2 Members' Workshop

To consider holding a members' workshop on a Saturday in early September to review the advantages and disadvantages of being a Quality Council and to prepare a vision statement for the future.

7. TRAINING – UPDATE

8. NEWSLETTER

Report on progress.

9. SANDBACH LITERARY INSTITUTION AND TOWN COUNCIL

9.1 Westfields Honours Boards

To review progress.

9.2 Installation

To review the outstanding items needed to establish the Council's presence.

10. CORRESPONDENCE

10.1 SLI – Small Door Painting

The Chairman of the Trustees has complained about the work being done without his approval.

10.2 Sandbach Clean Team

Their proposals are attached.

11. DATE, TIME AND PLACE OF NEXT MEETING

The next Quality Committee Meeting is scheduled to be held at 7.15 pm. on 21 September 2006 at the Sandbach Literary Institution.