

# SANDBACH TOWN COUNCIL

## Quality and Project Committee

Agenda for the meeting to be held on Thursday, 28 June 2007 at 7.15 pm in the Sandbach Literary Institution.

### **1. APOLOGIES FOR ABSENCE**

### **2. CORRESPONDENCE**

#### **2.1 Mr and Mrs C H Riley – Newsletter.**

### **3. QUALITY SUB-COMMITTEES AND THEIR MEMBERSHIP**

#### **3.1 To consider if the Premises Sub-Committee would be more effective as a Working Group**

#### **3.2 Premises Sub-committee**

Appoint members to serve on the Premises Sub-committee, with one member being specifically appointed to represent the Council on the SLI Trust.

Retiring Members:

Cllr P Darnes

Cllr D Robinson

Cllr M R Sherman

Cllr E A Lea

The Chairman of the Council

#### **3.3 To consider if the Newsletter Sub-Committee would be more effective as a Working Group**

#### **3.4 Newsletter Sub-committee**

Appoint members to serve on the Newsletter Sub-committee.

Retiring Members:

Cllr P Darnes

Cllr M Sherman

The Chairman of the Council

### **4. QUALITY STATUS**

#### **4.1 Assistant Town Clerk Qualification**

To receive a time plan for the Assistant Town Clerk becoming qualified.

#### **4.2 Quality Position**

To receive an update from the Assistant Town Clerk of the work required for Sandbach Town Council to achieve Quality status (attached).

#### **4.3 Time Table**

To receive a time plan for the Council to apply for Quality Status.

**5. WORK IN PROGRESS**

**5.1 Work in Progress**

To review the suspended Work in Progress list (attached).

**5.2 SLI Maintenance Work in Progress**

To review the SLI Work in Progress list (attached).

**6. LIVERPOOL YEAR OF CULTURE**

To receive an update of current and new plans for the Borough's contribution to the Liverpool Year of Culture.

**7. NEWSLETTER JUNE/JULY**

To receive a progress report.

**8. SANDBACH VISION**

**8.1 Progressing the Vision**

To consider the next stages (Vision attached)

**8.2 Town Plan**

To discuss the concept of a Town Plan.

**9. SANDBACH PARK**

To consider ways in which the Town Council can become more directly involved in the improvement of the park.

**10. DATE, TIME AND PLACE OF NEXT MEETING**

The next Quality Committee Meeting is scheduled to be held at 7.15 pm. on 4 October 2007 at the Sandbach Literary Institution. This date is yet to be confirmed.