



Newquay Town Council
Municipal Offices, Marcus Hill
Newquay TR7 1AF

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NewquayCouncil

CorporateService

Chief Executive & Town Clerk - Andrew Curtis

PA to Chief Executive: Laura Spark
laura@newquay.gov.uk | 01637 520522

Wednesday 28 May 2025

To: All Members
CC: All Managers and Office Staff

Meeting: Full Council (Annual Council Meeting)
Date of Meeting: Wednesday 04 June 2025
Subject: Formal Meeting Agenda and Summons

You are hereby summoned to the **Full Council** meeting of Newquay Town Council, which is to be held on **Wednesday 04 June 2025 at 7pm** in the **Council Chamber, Municipal Offices, Marcus Hill, Newquay** to transact the business contained in the attached agenda and associated papers.

Members of the Public can attend the meeting, subject to venue capacity limitations. We plan to live stream the meeting. This will be posted on our social media page, but will likely be through Microsoft Teams using this link: [NTC Teams Meeting link](#). A recording of the meeting will be added to our website (Newquay.gov.uk) as soon as possible after the meeting. A copy of the agenda can also be accessed through this link and navigating to the relevant meeting: <https://newquay.ibabs.org/Calendar>

Public Questions from **Registered Electors of Newquay Town Council** must be submitted regarding **items on the agenda only**. Questions must be sent to ceo@newquay.gov.uk **by 9am on Monday 02 June 2025** in order for them to be taken to the meeting. Any questions received after this deadline, or for matters not on the agenda or sent to another email address will not be taken to the meeting by officers.

If you wish to speak at the meeting, you will need to attend in person to do so and provide your question in line with the above, by the deadline in order to be considered and called. If you are not a registered elector, you must make this clear at the meeting. You may be allowed to ask your question at the complete discretion of the chair, but it must be on an agenda item only. If you are unable to email, please post your question to: FAO Chief Executive and Town Clerk, Newquay Town Council, Municipal Offices, Marcus Hill, Newquay TR7 1AF. Letters must be received by the above deadline to be taken to the meeting.

Yours sincerely,

Andrew Curtis BA (Hons) FCMI FSLCC FIoL FMAAT
Chief Executive

