



Carly Jones  
Interim PA to Chief Executive  
Newquay Town Council  
Municipal Offices  
Marcus Hill  
Newquay  
Cornwall  
TR7 1AF

22 July 2022

Dear Sirs,

Firstly, may I apologise for our late reply and any unintended offence caused by the restructure of the Airport Forum.

The forum has not been disbanded but was handed over to the airport to manage due to cost challenges incurred by the Council. This was apparently on the basis the meeting was not statutory nor constituted under an OSC.

Unfortunately, we at the airport did not receive a formal handover from democratic services, but once we picked it up, we did indeed send out formal communications to all members, so I am surprised that you did not receive these.

The forum continues to be an important mechanism for local stakeholder engagement and feedback which is something that I personally value and think is important if we are to serve the region as best, we can.

We are keen to ensure we remain aligned with the DFT guidance, including the structure and membership, despite not being formally covered by the guidance, with Cornwall Airport Newquay not being a designated airport (The CAA classification of an airport which facilitates more than 2 million passengers per annum).

In order to make the meeting more manageable we have had to reduce the number of attendees. All of the attendees listed below have agreed to represent not only their immediate organisation but also to act as a conduit for the wider community.

- Samantha O'Dwyer
- Cllr Anne Double
- Cllr Louis Gardner
- Cllr Paul Wills
- Deborah Carter
- Ian Jones
- Kim Conchie
- Wing Cdr Marshal Kinnear
- Melissa Thorpe


- Nick Weston
- Sir Robin Teverson
- Tim Bunting
- Tizzy Mcleod
- Will Ashworth

Importantly, Cllr Louis Gardner is an attendee and representative for Newquay Town Council.

Should any of your members prefer, we will publish a quarterly newsletter on the airport website [Airport Consultative Forum \(cornwallairportnewquay.com\)](http://cornwallairportnewquay.com) along with the minutes of each meeting.

I trust this satisfies your requirement for consultation.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S O'Dwyer', is written over a light blue grid background.

Samantha O'Dwyer  
**Managing Director**  
**Cornwall Airport Ltd**

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