

# **Brixham Town Council**

Date of issue: 19<sup>th</sup> April 2018

Members of the **Evaluation Committee** you are hereby summoned to attend a meeting  
on **Thursday 26<sup>th</sup> April 2018 at 7.00pm**  
**Conference Room in the Town Council Office, Brixham Town Hall**  
for the purpose of transacting the following business:

Attendees should be aware that the proceedings of this meeting may be filmed, photographed or recorded.

Members of the public are invited to address the Committee between 7.00pm and 7.10pm.

## Agenda

1. To accept apologies for absence through the clerk
2. To make any Declarations of Interest in items on the agenda
3. To consider any requests for Dispensation on agenda items
4. To accept the minutes of the Evaluation Committee meeting held on 15.02.18
5. To hear an update on the new General Data Protection Regulations (GDPR)
6. To discuss and consider purchasing tablets for Councillors use
7. To review the following policies:
  - Standing Orders
  - Committee Terms of Reference
8. To consider Service Level Agreements for:
  - Brixham Does Care
  - Brixham Heritage Museum
  - Torbay Community Development Agency (Community Bus)
  - Youth Genesis
9. To hear an update on the Council vacancies
  - Administrative Assistant
  - Information Assistant
10. To hear an update on personnel matters
  - Workload
11. To consider any training requirements
12. To present items for the next agenda

Signed ... *Tracy Hallett*..... Clerk to Brixham Town Council

All Councillors are invited to attend this committee meeting and contribute.

**Committee members:** Cllrs Addison, Clarke, Carr, Clutterbuck, Giles & Stock

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