



Brixham Town Council

First Floor, Brixham Town Hall,
New Road, Brixham, TQ5 8TA

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Town Clerk: Mrs Tracy Hallett

19th November 2020

Dear Councillors

You are invited to attend a meeting of the **Evaluation Committee**, which will be held via **ZOOM** on **Wednesday 25th November 2020** commencing at **10am**

If you are unable to attend this meeting, or will be late in arriving, please inform the Council offices as soon as possible.

From 10am – 10.10am residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration before the start of the Town Council meeting. Members of the public may not take part in the Town Council meeting itself.

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

Agenda

1. Opening of the Meeting

2. Apologies

To receive apologies and to approve reasons for absence

3. Declarations of Interest

In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Town Clerk within 28 days of the change

4. Minutes

To consider the approval of the minutes of the meeting held on 26th October 2020

5. Council Committee Structure

To discuss and consider:

- a) Changing the current council committee structure including their terms of reference and scheme of delegation.
- b) Introducing a Planning Application policy

6. Staff Structure

To discuss and consider the staff structure

7. Training / Courses Budget

- a) To discuss and consider requests for training in the 2020/21 financial year
- b) To discuss and consider the 2021/22 Training / Courses budget (Report 36-2020 rev1)

8. Policies

To discuss and consider the Flexible Working Policy

9. External Meetings

To hear an update on recent meetings with Torbay Council

10. Date of next meeting

To note the date of the next meeting to be confirmed

11. Items for future agenda

Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item

12. Exclusion of Public and Press

To agree that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

13. Minutes

To consider and approve the confidential notes of the of the meeting held on 26th October 2020

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

19th November 2020

Committee Members:

Councillors D Giles (C), J Regan (VC), P Addison, I Carr, S Laurie, A Massey