



# *LOOE TOWN COUNCIL*

## *KONSEL TRE LOGH*

The Guildhall, Fore Street, East Looe PL13 1AA

Tel: 01503 262255

Clerk to the Council: Mrs Anne Frith

VAT Reg: 381 5093 50

7<sup>th</sup> November 2018

To the Members of the  
Procedures Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

Your are hereby summoned to attend a Meeting of the Procedures Committee to be held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe PL13 1AA on:

**Wednesday 14<sup>th</sup> November 2018 at 7.00pm**

Yours faithfully

Town Clerk

### **AGENDA**

1. To Elect a Chairman
2. Apologies
3. To Receive Questions or Statements from Members of the Public
4. To Receive Declarations of Interest
5. To Approve the Minutes of the Meeting held on 4<sup>th</sup> July 2018 (Minute Nos 1 – 10 (inc))
6. Matter Arising from the Minutes of the Meeting held on 4<sup>th</sup> July 2018
7. Correspondence (For Information Only)
8. To Confirm Remit of this Committee
9. To Review Outstanding Policies and Discuss Policies in General
10. To Update on GDPR
11. To Discuss Outstanding Staff Matters
12. To Discuss Matters Referred from Other Committees
12. Matters for Further or Urgent Discussion as Determined by the Chairman

email: [enquiries@looetowncouncil.gov.uk](mailto:enquiries@looetowncouncil.gov.uk)

website: [www.looetowncouncil.gov.uk](http://www.looetowncouncil.gov.uk)