

**CYNGOR TREF MAESTEG**

Swyddfeydd y Cyngor  
Stryd Talbot  
Maesteg CF34 9BY

Teleffon: 01656 732631

Ebost: clerk@maestegcouncil.org



**MAESTEG TOWN COUNCIL**

Council Offices  
Talbot Street  
Maesteg CF34 9BY

Telephone: 01656 732631

Email: clerk@maestegcouncil.org

13/12/2021

**To Members of the Policy Committee – R Martin (Chair)  
P Jenkins, R Penhale-Thomas, C Reeves and I Williams**

Dear Councillor,

You are summoned to attend a **meeting of the Policy Committee** to be held in the **Council Chamber and remotely via Microsoft TEAMS** on **TUESDAY, 18<sup>th</sup> January 2022 at 6.30pm.**

Yours sincerely

Sian Teisar  
**Clerk to the Council**

**AGENDA**

- 1. To receive apologies & Declaration of Interest.**
- 2. To Read, approve/create the following Policies received from OVW**
  - a) ICO Freedom of Information Act – Guide how to complete publication scheme**
  - b) ICO Template guide to Information**
  - c) Information & Data Protection Policy**
  - d) Information Security Policy**
  - e) Grievance Procedure**
  - f) Disciplinary Procedure**
- 3. To create a policy for Dealing with the Press/Media**

.....