

LEADENHAM PARISH COUNCIL – INTERNAL POLICIES REVIEW SCHEDULE 2023

Parish Councils operate using rules and regulations, defined in the Local Government Act 1972, other Government Acts and Legislation applicable to Councils as Corporate Bodies. This document lists the policies, procedures and documents adopted by Leadenham Parish Council.

GENERAL POLICY	LAST REVIEWED/ADOPTED	REVIEWED / ADOPTED	NEXT REVIEW	CHAIR
STANDING ORDERS	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
FINANCIAL REGULATIONS	10/01/2023	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
CODE OF CONDUCT	08/06/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	y
COMPLAINTS	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	y
COMMUNICATIONS	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
MODEL PUBLICATION SCHEME	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
AUDIO POLICY	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
CO-OPTION POLICY	23/08/2022 10/01/2023	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
BULLYING AND HARASSMENT	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
EQUAL OPPORTUNITIES AND DIVERSITY	23/08/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	y
SOCIAL MEDIA	11/07/23	SEPTEMBER 2023	SEPTEMBER 2024	Y
VOLUNTEER POLICY		SEPTEMBER 2023	SEPTEMBER 2024	Y
STAFFING COMMITTEE TOR		SEPTEMBER 2023	SEPTEMBER 2024	y
GDPR POLICY				
DATA PROTECTION	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
DATA MAP	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
RECORDS RETENTION	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
SUBJECT ACCESS REQUEST PROCEDURE (SAR)	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
DATA BREACH	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
PRIVACY NOTICES	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
SECURITY COMPLIANCE CHECKLIST – RE-CONFIRM	11/10/2022	JULY 2023 SEPTEMBER 2023	SEPTEMBER 2024	Y
ACCESSABILITY STATEMENT	JULY 2020	NOVEMBER 2023	SEPTEMBER 2024	Y

ADDITIONAL POLICIES FOR CONSIDERATION AT A FUTURE DATE				
HEALTH AND SAFETY				
ABUSIVE, PERSISTANT OR VEXATIOUS COMPLAINTS				
CIVILITY AND RESPECT				

n.b. Review scheduled for July 2023 meeting was deferred to the September meeting, due to time constraints.

REVEIWED AND RE-ADOPTED ON (DATE).....12/09/2023...

Accessibility statement re-adopted 14/11/2023.

SIGNED (CHAIR).....MELANIE NELSTROP.....

NEXT REVIEW DATE AS LISTED OR EARLIER IF REQUIRED