

Document Review Tracker

	Document Title	Review Required	Adopted	Last Reviewed	Next Review due
Jan	Health and Safety Policy	Annual	04/02/2021	11/01/2024	10/01/2025
	Reserves Policy	Annual	13/01/2022	11/01/2024	10/01/2025
	Disciplinary Procedure	Tri -Annual	12/01/2023		08/01/2026
	Grievance Policy	Tri -Annual	12/01/2023		08/01/2026
	Press and Media Policy	Tri-annual	04/02/2021	12/01/2023	08/01/2026
Mar	Financial Regulations	Annual	03/09/2020	07/03/2024	05/03/2025
	Grant Awarding Policy	Tri-Annual	01/03/2021	07/03/2024	05/03/2026
May	Training Policy	Annual	07/01/2021	09/05/2024	08/05/2025
	Scheme of Delegation to the Parish Clerk	Annual	06/05/2021	09/05/2024	08/05/2025
	Standing Orders	Annual	02/09/2021	09/05/2024	08/05/2025
	Code of Conduct	Annual	01/10/2020	09/05/2024	08/05/2025
July	Complaints Procedure	Annual	04/06/2015	11/07/2024	17/07/2025
	Information & Data Protection Policy	Bi-Annual	13/01/2022	11/07/2024	16/07/2026
	Dealing With Abusive, Persistent or Vexatious Complaints and Complainants Policy	Tri-annual	07/07/2022		03/07/2025
	Equality & Diversity Policy	Tri-annual	01/07/2021	07/07/2022	03/07/2025
Sep	Community & Engagement Policy	Annual	06/10/2022	13/10/2023	12/09/2024
	Working Party Terms of Reference	Tri-annual	02/09/2021	06/10/2022	11/09/2025
Nov	Parish Council Action Plan 2023-25	Annual	05/11/2020	16/11/2023	15/11/2024
	Publication Scheme	Annual	04/11/2021	21/11/2023	02/11/2024
	Risk Management Scheme	Annual	04/11/2021	23/11/2023	02/11/2024
	Statement of internal controls and Annual Review of the effectiveness of internal controls	Annual	04/11/2021	11/01/2024	02/11/2024
	Community Infrastructure Levy (CIL) Working Party Terms of Reference	Annual	04/11/2021	11/01/2024	02/11/2024
	Lone Working Policy	Tri-annual	04/11/2021	03/11/2022	06/11/2025
	Volunteer Policy	Tri-annual	04/11/2021	03/11/2022	06/11/2025

*review not legally required but recommended