

## WHPC Document Review Tracker

	Policy	Review Required	Adopted	Last Reviewed	Next Review due
<b>Jan</b>	Health and Safety Policy	Tri - Annual	04/02/2021	08/01/2026	11/01/2029
	Reserves Policy	Annual	13/01/2022	08/01/2026	07/01/2027
	Disciplinary Procedure	Tri -Annual	12/01/2023	16/01/2025	20/01/2028
	Grievance Policy	Tri -Annual	12/01/2023	16/01/2025	20/01/2028
	Press and Media Policy	Tri-annual	04/02/2021	08/01/2026	11/01/2029
<b>Mar</b>	Grant Awarding Policy	Tri-Annual	01/03/2021	07/03/2024	05/03/2027
	Dignity at Work Policy (including sexual harassment in the workplace)	Bi - Annual	16/01/2025	16/01/2025	05/03/2027
	Training Policy	Annual	07/01/2021	05/03/2026	05/03/2026
	Scheme of Delegation to the Parish Clerk	Bi - Annual	06/05/2021	05/03/2026	02/03/2028
<b>May</b>	IT Policy	Bi - Annual	05/03/2026	05/03/2026	02/03/2028
	Standing Orders (new NALC guidance 31.03.25)	Annual	15/05/2025	15/05/2025	14/05/2026
	Code of Conduct	Annual	01/10/2020	15/05/2025	14/05/2026
	Financial Regulations (new NALC guidance 05.03.25)	Annual	03/09/2020	03/07/2025	14/05/2026
<b>July</b>	Publication Scheme	Annual	04/11/2021	11/09/2025	14/05/2026
	Complaints Procedure	Annual	04/06/2015	03/07/2025	02/07/2026
	Information & Data Protection Policy	Bi-Annual	13/01/2022	11/07/2024	02/07/2026
	Dealing With Abusive, Persistent or Vexatious Complaints and Complainants Policy	Tri-annual	07/07/2022	03/07/2025	06/07/2028
	Equality & Diversity Policy	Tri-annual	01/07/2021	03/07/2025	06/07/2028
<b>Sep</b>	Community & Engagement Policy	Annual	06/10/2022	11/09/2025	10/09/2026
	Risk Management Scheme	Annual	04/11/2021	11/09/2025	10/09/2026
	Working Party Terms of Reference	Tri-annual	02/09/2021	11/09/2025	07/09/2028
	Playing Field Policy	Annual	11/09/2025	11/09/2025	10/09/2026
<b>Nov</b>	Parish Council Action Plan 2024 - 2026	Annual	16/10/2023	06/11/2025	05/11/2026
	Statement of internal controls and Annual Review of the effectiveness of internal controls	Bi-Annual	04/11/2021	06/11/2025	04/11/2027
	Lone Working Policy	Tri-annual	04/11/2021	06/11/2025	02/11/2028
	Volunteer Policy	Tri-annual	04/11/2021	06/11/2025	02/11/2028