

**DITTISHAM PARISH COUNCIL**  
**Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe**

**Core Documents & Policies.**

**Dittisham Parish Council - List of Policies**

<b>Name of policy</b>	<b>Legal reference if applicable</b>	<b>Date of approval</b>	<b>Date of next review</b>
Standing Orders	Local Government Act 1972, s.106 Local Government Act 1972, s.135 Local Government Act 1972, Schedule 12, paragraph 42. Local Government and Housing Act 1989, s.20.	2/3/22	5/23
Financial Regulations	Local Government Act 1972, s.151 Accounts and Audit Regulations 2015	6/12/19	4/5/22 See draft in shared folder
Code of Conduct	The Localism Act 2011 s. 27(2)	3/11/21	Next review 4/5/22
Publication Scheme	Freedom of Information Act 2000, s19	4/12/13	4/5/22 – see draft in shared folder.
General Privacy Notice Role Holders Privacy Notice Privacy Policy	Data Protection Act 2018	6/6/18	4/5/22 – see draft in shared folder. 4/5/22 – contact details updated 4/5/22 – contact details corrected. Duplication t have it on the website.
Contract of employment & Job Description - Clerk	Employment Rights Act 1996, s1	7/3/12	Not scheduled for review
Risk Management Scheme	Accounts and Audit Regulations 2015, s3	5/1/22 virtual meeting	4/5/22
Website Accessibility Statement	Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018	13/3/20	Before 4/5/22 Read, checking with KW
Asset Register	The Accounts and Audit Regulations 2015, s.3(b)	5/5/21	31/3/22

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Equality and Diversity Policy	Equality Act 2010	DPC does not currently have a2urrenty and will prepare one.	To be produced as a priority.
Health and Safety Policy	Health and Safety at Work etc. Act 1974, s. 2(3)	DPC does not currently have a2urrenty and will prepare one.	To be produced as a priority.
<b>Should have</b>			
Grant Giving Policy & Application Form	N/A	4/9/19, amended 5/11/20	Scheduled for review
Disciplinary & Grievance Procedure			Planned.
Training & Development			Under consideration
Internal Control Statement	Accounts and Audit Regulations 2015, s3	5/5/21	4/5/22
Complaints Procedure	N/A	4/12/13	4/5/22 – see draft in shared folder..
Communications Policy	N/A	6/2/19	Scheduled for review
<b>Other</b>			
Scheme of Delegation	Local Government Act 1972, s.101(1)	2/3/21	4/5/22
Use of The Ham & Hire Form	N/A	6/5/20	Scheduled for review
Record Retention & Data Disposal		11/18	Scheduled for review