



Liss Parish Council

**Review Committee for Standing Orders, Procedures and Agreements with Third Parties
Agenda - Wednesday 19th April 2023**

Dear Councillor,

I hereby summon you to attend a meeting of Liss Parish Council Review Committee for Standing Orders, Procedures and Agreements with Third Parties to be held in the Liss Village Hall at 10am on Wednesday 19th April 2023.

Yours faithfully,

*Lizzy Keeling
Assistant Parish Clerk – 15th March 2023*

1. Apologies
2. Declarations of Interests and Role of Charity Trustee
Councillors are reminded of their responsibility to declare any pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion or, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must leave the room when the committee discusses and votes on the matter.

When discussing Charity business, Councillors are reminded that any decision must be made in accordance with the Charities governing documents, rather than for the benefit of Liss Parish Council as a whole.
3. Adjournment for public participation
This meeting is open to members of the public to attend, please contact the Assistant Parish Clerk if you would like to comment on any of the items to be discussed but are unable to attend this meeting in person.
4. Approval of the Minutes of the previous meeting held on 25th January 2023
5. Matters arising from minutes of the previous meeting
6. Review of Policies:
 - 6.1. Standing Orders, 2019
 - 6.2. Dealing with Allegations, 2021
 - 6.3. Code of Conduct – Members, 2020
 - 6.4. Business Continuity Plan, 2020
7. Any Other Business
8. Next Review Committee Meeting: Wednesday 5th July 2023

Liss Parish Council - Schedule of Policy Reviews

	Date Adopted	Review schedule	Review date	Notes
Standing Orders	21/10/2019	1	2020	Amendments approved by Review Committee before adoption at Full Council
Dealing with Allegations	03/02/2021	1	2022	Review with Standing Orders
Code of Conduct - Members	03/02/2021	1	2022	Review with Standing Orders
Business Continuity Plan	09/12/2020	1	2021	Insurance implications
Health & Safety Policy	13/08/2018	3	2021	In process - outstanding items from Clerk
CCTV Policy	07/10/2019	3	2022	In Process - Clerk & PCSO to review current policy
Anti Fraud & Corruption Policy	10/06/2019	3	2022	Review later in 2023
Freedom of Information Act Procedure and Publication Scheme	10/06/2019	3	2022	Review later in 2023
Expenses Policy - Councillors	26/02/2020	3	2023	Review later in 2023 after election
Expenses Policy - Employees	26/02/2020	3	2023	Review later in 2023 after election
Social Media Policy	09/12/2020	3	2023	End of year. Cllr Williams & Cllr Smith to review as Community Engagement & Social Media Advocates
Code of Practice for Handling Complaints	13/10/2021	3	2024	
Community Engagement Policy	03/02/2021	3	2024	
Environmental Policy	08/12/2021	3	2024	
Filming, Audi-recording, Photographing and Reporting of Council Meetings P	08/12/2021	3	2024	
Risk Management Policy	03/02/2021	3	2024	
Training Policy	08/12/2021	3	2024	
Data Protection Policy and GDPR	12/10/2022	3	2025	
Whistleblowing Policy	12/10/2022	3	2025	
Safeguarding Policy	25/01/2023	3	2026	
Privacy Notice	25/01/2023	3	2026	
Metal Detecting Policy	13/10/2021	5	2026	
Tree Management Policy	16/05/2022	5	2027	