

MW Policy and document schedule

Document	Reviewed	Updated/adopted	Review Due	Review Due
	Annual		Annual	
		January 2026 meeting		
1 of 3 FOI Procedure for handling requests for Information		Jan 2026		March 2029
2 of 3 FOI Publication Scheme Information		Jan 2026		March 2029
3 of 3 FOI Publication Scheme		Jan 2026		March 2029
IT Policy	Nov 2025	Added email encryption Jan 2026		Jan 2029
Website Disclaimer	Need Jan 2026	Jan 2026		Jan 2029
		March 2026 Meeting		
Internal Control Report	Sept 2025	Need to agree who at next meeting	Before 31 March 2026	
Information Protection Policy	Need March 2026			March 2029
Privacy Statement		March 2026		March 2029
Hedge cutting risk		March 2026		March 2028
Grass cutting		March 2026		March 2028
		May 2026 Meeting		
Asset Register	May 2025		May 2026	May 2027
Clerks contract	May 2025		May 2026	May 2027
Risk Assessment	May 2025		May 2026	May 2027
Councillor Code of Conduct	May 2025		May 2026	May 2027
Financial Standing Orders	May 2025		May 2026	May 2027
Standing Orders	May 2025	Updated to new model Jan 2026	May 2026	May 2027
		July 2026 Meeting		
Health and Safety Policy	Need July 2026	New for July 2026		July 2029
Equal Opportunity Policy	Need July 2026	New for July 2026		July 2029
Accessibility Statement	Review	Agree review July 2026		July 2029
Bully and Harassment Statement	Need July 2026	New for July 2026		July 2029

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		September 2026 Meeting		
Grievance & Disciplinary Policy	Need Sept 2026	New For Sept 2026		Sept 2029
Training and Development Policy	Need Sept 2026	New for Sept 2026		March 2029
Insurance	Sept 2025 paid	Review for Oct payment	Sept 2026	
Grants Policy	Need Sept 2026	New For Sept 2026		Sept 2029
Reserves Policy	July 2025	Sept 2026	Sept 2027	
		November 2026 Meeting		
Complaints Procedure	Need Nov 2026	New for Nov 2026		Sept 2029
Press Media Policy	Need Nov 2026	New for Nov 2026		Sept 2029
Anonymous Correspondence	Need Nov 2026	New for Nov 2026		Nov 2029
		January 2027 meeting		
Environment Policy	Need Jan 2027	New For Jan 2027		Nov 2030
		2028 onwards		
Internal Control Policy	September 2025			Sept 2028
Safeguarding Policy	Sept 2025			Sept 2028