

COPYTHORNE PARISH COUNCIL MEETING – TUESDAY MAY 12TH 2026

Item 18. Review of items covered by Standing Order 5J (xvi to xx)

1) Standing Order 5J (xvi). Review of the Council's complaints procedure

The procedures adopted on November 9th 2021 and last reviewed on May 13th 2025 remain appropriate.

2) Standing Order 5J (xvii). Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)

The policies, procedures and practices last reviewed in May 13th 2025 (Data Protection) and December 2025 (Freedom of Information) respectively remain appropriate.

3) Standing Order 5J (xviii). Review of the Council's policy for dealing with the press/media

The policy (known as "Protocol for reporting at meetings") adopted on July 13th 2021 and last reviewed on May 13th 2025 remains appropriate

4) Standing Order 5J (xix). Review of the Council's employment policies and procedures

The policies and procedures within the Council's Staff Handbook last adopted on July 8th 2025 remain appropriate

5) Standing Order 5J (xx). Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

In the 2025/26 Financial Year the Council awarded £1,000 of grants under section 137 of the LGA 1972.

For the 2026/27 Financial Year the Council has allocated a budget of £500 for grants under section 137 of the LGA 1972.

The Council does not hold the General Power of Competence (Localism Act 2011, ss 1-8)

RECOMMENDATION

That the Council approves the Proper Officer's review of the policies, procedures and practices detailed above for Standing Order 5J (xvi to xx)

DAVID RIGBY

Clerk to Copythorne Parish Council

May 1st 2026