# Policy Review Record for All Saints Little Bealings YEAR 2023

**Last updated on 28/4/2023**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Policy**  **No.** | **Title** | **Version** | **PCC Approval or Re-approval**  **Date** | **Review**  **Period (years)** | **Next Review Due** | **Remarks** | **Reviewed by** |
| 00 | Benefice Guidance Sheet | 01 | 24th May 2021 | 3 | Sep 2024 | Guidance for writing policies in the new format and numbering scheme. | Robin Spittle, Gary Jones |
| 01 | Safeguarding | 01 | 20th Feb 2023 | 1 | Feb 2024 | Reviewed as per Diocesan Parish Safeguarding at May 21 APCM, adopting the House of Bishops Safeguarding Policy. Re-approved at PCC approval date. | John Wittgreffe, Parish Safeguarding Officer |
| 02 | GDPR | 01 | 17th Nov 2021 | 1 | Nov 2024 | New as of 2021 based on the C of E model privacy statement | Claire Connick |
| 03 | Code of Conduct | 01 | 2 Feb 2022 | 3 | Feb 2025 | Based on prior ASK “Code of Conduct” policy | Gary Jones |
| 04 | Equal Opportunities | 01 | 20th Feb 2023 | 1 | Feb 2024 | Prior policy transcribed into new format- no other changes | Original- Helen Clarkson Fieldsend, 2023 review by John Wittgreffe |
| 05 | Conflict of Interest | 01 | 17th Nov 2021 | 3 | Nov 2024 | New as of 2021- whilst conflict of interest has always been considered this introduces a formal policy based on C of E best practice example | Jon Fieldsend |
| 06 | Health and Safety | 02 | 20th Feb 2023 | 1 | Feb 2023 | Transcribes the prior H&S policy into the new format. This is based on the C and E recommended policy from Ecclesiastical Insurance. Update in Feb 2023 to include new churchwardens. Note that a new separate Risk Assessment has also been created for the kitchen and hub that includes the new kitchen. | John Wittgreffe, Churchwarden |
| 07 | Travel in Cars | 01 | 17th Nov 2021 | 3 | Nov 2024 | Based on ASK charity policy “Travel in Cars” | John Wittgreffe, Parish Safeguarding Officer |
| 08 | Finance Reserves | 01 | 20th Feb 2023 | 3 | (Autumn 2023) then Feb 2026 | New as of 2021, formally documents the policy already informally used by the PCC. Interim review recommended by PCC in Autumn 2023 when PGS results and café income are more clear | Corinne Jarvis-Fear, Treasurer |
| 09 | Internet Acceptable Use | 01 | 17th Nov 2021 | 2 | Nov 2023 | New as of 2021, based on the model from Truro Diocese, to enable hirers of the church to use the WiFi/Internet connection. Approved with the “Internet Use Agreement”. | John Wittgreffe, designer of Internet/WiFI access for ASLB and Safeguarding Officer |
| 10 | Tree Monitoring | 01 | 26/4/2023 | 5 | April 2028 | Tree monitoring in the churchyard to meet requirements of UK Gov HSE and Ecclesiastical Insurance | John Wittgreffe (churchwarden) and Francis Mutimer (churchyard) |