

Compliance Advisory Group Report May 2021

Review of Policies

At the beginning of the Council year the Parish Council is required to review key policies to ensure they are fit for purpose. The following Policies require review and are available on the website.

Please make time to look at these as we have to formally approve them.

- Standing Orders including Dispensation Form
- Code of Conduct
- Safeguarding Policy and Procedure
- Complaints Procedure, including Habitual and Vexatious Complaints Policy

Terms of Reference

At the beginning of the Council year each Committee and Advisory Group is required to review its Terms of Reference, confirm its membership and elect a Chair. This year the Terms of Reference of a number of the Advisory Groups and Committees have been changed significantly to reflect the need to deliver the Community Action Plan and to monitor the Neighbourhood Plan.

The revised Terms of Reference will be sent to the current Chairs of the Advisory Groups and Committees for review. **The expectation is that all groups and Committees will meet to agree membership, Terms of Reference and elect a Chair by the end of June in order to report at the July meeting.**

Freedom of Buckden award policy and procedure

It is the intention of the Council to introduce a Freedom of Buckden award. The first award has been made under the Council's emergency procedures. The Council members voted unanimously to award to Stan Studd the Freedom of Buckden for exceptional services to the Council. Details of the procedure are circulated with this month's papers for review and comment and the proposal is to delegate the finalisation of the scheme to the Communications Advisory Group