

MALPAS PARISH COUNCIL

**AN EXTRAORDINARY MEETING OF MALPAS PARISH COUNCIL
WILL BE HELD AT 7.00PM ON MONDAY 8TH JANUARY 2024
IN ROOMS 2 AND 3 AT THE VICTORIA JUBILEE HALL, MALPAS**

NO	AGENDA	Presented By
1.	APOLOGIES	Stg Item
2.	DECLARATIONS OF INTEREST Councillors to declare any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend or close associate interest	Stg Item
3.	COUNCIL REGULATIONS (the documents are on the Council website) To consider and agree adoption of the following:- 3.1 Financial Regulations 3.2 Standing Orders 3.3 Internal Control System 3.4 Financial Risk Assessment 3.5 Budget Time setting scales 3.6 Grant Request Form 3.7 Grant Procedures 3.8 Complaints Procedure 3.9 Equality and Diversity Policy 3.10 Open Forum rules of participation 3.11 Planning Working Group Terms of Reference 3.12 Subject Access Request (SAR) Policy and Form 3.13 Reply to SAR providing part of the personal data remainder exempt 3.14 Privacy Notice 3.15 Privacy Notice for email and address contact 3.16 Privacy Notice for Staff Councillors and Role Holders 3.17 Personal Data Management and Audit Policy 3.18 Data consent form 3.19 Data Retention Policy	

Signed By: - *Ruth Shackleton*
Clerk

Date: - 31st December 2023