

*Policy P2*

## **Parish Office Usage Procedures**

*Adopted 2001, updated 2012, reviewed 2013,  
combined policy adopted 2017, updated February 2019*

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### **Use of Parish Council Office Resources**

*Adopted 2017, updated 2018, reviewed February 2019; July 2022*

Due to General Data Protection Regulations, the Parish Council Office facilities (rooms and equipment) will only be available for use by the Parish Council or Residents Association.

Other organisations may use the Parish Council facilities while under the supervision of a Parish Councillor or an employee of the Council.

Usage of the office is solely at the discretion of the Parish Council.