

FRATING PARISH COUNCIL

Clerk to the Council: Kay English Email: clerk@fatingparishcouncil.gov.uk Website: <u>www.fratingparishcouncil.gov.uk</u>

IDENTIFICATION CARD (ID) POLICY

Frating Parish Council and its Councillors adhere to the following guidelines regarding the issuing / holding of ID cards:

- 1. ID Cards are to be issued after each election or co-option.
- 2. Councillors are obliged to inform the Clerk should they lose their ID card.
- 3. The ID cards need to contain an up to date photo, name and title.
- 4. ID cards are to be returned to the Clerk upon a Councillor leaving the council.

Reviewed by Full Council on 19th May 2025 Next Review Date: May 2026