

## STONELEIGH AND ASHOW JOINT PARISH COUNCIL

### POLICY STATEMENT – Recording and filming of meetings

The right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings.

1. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner and only from public areas.
1. The Council will make the meeting room available to the public before and after meetings for the setting up and removal of any filming equipment.
2. Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded.
3. The use of digital and social media recording tools, for example Twitter, blogging or audio recording will be allowed as long as it is carried out in a non-disruptive manner.
4. Councillors who choose to use social media during Council meetings must refrain from disrupting other Councillors and Council debate.
5. While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. (This includes their permission to broadcast their personal details)
6. The Chairman of the meeting, or any such Council representative as designated by the Chairman, has the authority to stop a meeting and take appropriate action if any person contravenes these principles or is deemed to be recording in a disruptive manner.
7. Any person or organisation choosing to film, record or broadcast any meeting of the Council is responsible for any claims or other liability resulting from them so doing.
8. The Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded.
9. The Council will display the requirements as to filming, recording and broadcasting at its meeting venues and those undertaking these activities will be deemed to have accepted them whether they have read them or not.
10. The Council will publish the guidance on the filming, recording and broadcasting of meetings on its website.

This policy will be reviewed as required and within 5 years.

Last review date: 9<sup>th</sup> May 2019