



Media Policy

1. Introduction:

- 1.1 Desford Parish Council ("the Council") is committed to the provision of accurate information about its governance, decisions and activities. Where this information is not available via the Council's website, please contact the Clerk
- 1.2 The Council shall, where possible, co-operate with those whose work involves gathering material for publication in any form, including use of the internet ("the media")
- 1.3 This policy explains how the Council may work with the media to meet the above objectives in accordance with the legal requirements and restrictions that apply

2. Who does it apply to?

- 2.1 The principles of the policy apply to Parish Councillors and all Council staff
- 2.2 It is also intended for guidance for others communicating with the Council. The policy sits alongside relevant existing policies which need to be taken into consideration

3. Legal requirements and restrictions:

- 3.1 This policy is subject to the Council's obligations which are set out in appropriate government legislation and the Council's Standing Orders and Financial Regulations. The Council's Standing Orders and Financial Regulations are available via the Council's website or from the Clerk
- 3.2 The Council cannot disclose confidential information or information the disclosure of which is prohibited by law. The Council cannot disclose information if this is prohibited under the terms of a court order, by legislation, the Council's Standing Orders, under contract or by common law. Councillors are subject to additional restrictions about the disclosure of confidential information which arise from the Code of Conduct adopted by the Council, a copy of which is available via the Council's website or from the Clerk

4. Meetings:

- 4.1 Meetings of the Council and its committees are open to the public unless the meeting resolves to exclude them because their presence at the meeting is prejudicial to the public interest due to the confidential nature of the business or other special reason(s) stated in the resolution. In accordance with the Council's Standing Orders, persons may be required to leave a meeting of the Council and its committees, if their disorderly behaviour obstructs the business of the meeting.
- 4.2 Where a meeting of the Council and its committees includes an opportunity for public participation, the media may speak and ask questions. Public participation is regulated by the Council's Standing Orders
- 4.3 The photographing, recording, filming or other reporting of a meeting of the Council and its committees (which includes eg. using a mobile phone or tablet, recording for a TV/radio broadcast, providing commentary on blogs, web forums or social networking sites which enable a person not at the meeting to see, hear or be given commentary

about the meeting is permitted unless (i) the meeting has resolved to hold all or part of the meeting without the public present or (ii) such activities disrupt the proceedings or (iii) paragraphs 4.4 and 4.5 below apply

- 4.4** The photographing, recording, filming or other reporting of a child or vulnerable adult at a Council or committee meeting is not permitted, unless an adult responsible for them has given permission
- 4.5** Oral reporting or commentary about a Council or committee meeting by a person who is present at the meeting is not permitted during the course of the meeting
- 4.6** The Council shall, as far as is practicable, provide reasonable facilities for anyone taking a report of a Council or committee meeting and for telephoning their report at their own expense

5. Other communication with the media:

- 5.1** This policy does not seek to regulate councillors in their private capacity
- 5.2** The Council's communications with the media seek to represent the corporate position and views of the Council. If the views of councillors are different from the Council's corporate position and views, they must make this clear
- 5.3** The Council may ask the Clerk to contact the media if the Council wants to provide information, a statement or other material about the Council

Approved by Desford Parish Council at its meeting on 20th November 2024