

# METHWOLD PARISH COUNCIL

## Filming at Council Meetings

The recording, filming and reporting of all public meetings is permitted.

Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded.

Members of the public and press are permitted to film or record meetings (to which they are permitted access) in a non-disruptive manner and from areas designated for the public. No prior permission is required however the Chairman at the beginning of the meeting could ask if anyone present wishes to record proceedings. The Council could assist by making reasonable facilities available to allow ease of recording as it might by providing a desk for a press reporter.

The use of digital and social media recording tools, for example Twitter, blogging or audio recording is allowed as long as it is carried out in a non-disruptive manner.

Disruptive behaviour could be any action or activity which disrupts the conduct of meetings or impedes others being able to see, hear or film the proceedings.

This could include

- moving to areas outside the areas designated for the public
- excessive noise in recording, setting up or re-siting equipment during the meeting
- intrusive lighting and use of flash photography: and
- asking for statements made to be repeated for the purposes of recording.

The Chairman of the meeting, in accordance with Standing Order No. 2, has the ability to stop a meeting if any person is deemed to be disruptive.

Councils can ask that filming or recording is kept to a minimum, that is focuses on those making representations to the meeting and that members of the public are not inconvenienced and all involved should be treated respectfully (as should be the case always!).

Any person or organisation choosing to film, record or broadcast any meeting of the Council will be responsible for any claims or other liability resulting from them so doing.

Councils may wish to consider recording proceedings themselves which could be relatively easily undertaken using a mobile device.

### Communication of Policy

A copy of this policy statement will be issued to each new employee.

Employees and Members have a responsibility to ensure that the Parish Council complies; not only with the legal requirements, but with the achievement of the policy, and their active involvement is encouraged.

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