

## **FILMING, VIDEOING, PHOTOGRAPHY AND AUDIO RECORDING**

### **AT PARISH COUNCIL MEETINGS POLICY**

The Council supports the principles of openness and transparency; it allows filming, recording, and taking photographs at its meetings that are open to the public.

As a courtesy to the public, the Council needs to be given reasonable notice, in advance of the meeting, if filming or photography is to take place. The Parish Clerk should be made aware of any intention to record, film, or photograph a meeting, before the start of the meeting. The Parish Clerk will then be able to inform the relevant Chairman of what is to take place. Where the Council has been so notified, the Chairman will, at the beginning of the relevant meeting, make an announcement that the meeting will be filmed, recorded, or photographed and will ask if anyone objects to this.

It should be noted that the Chairman of a meeting will have absolute discretion to terminate or suspend any of the above activities if, in their opinion, continuing to do so would prejudice the running of the meeting.

The circumstances in which termination or suspension might occur could include:

- public disturbance, disruption, or suspension of the meeting.
- the meeting agreeing to formally exclude the press and public from the meeting due to the exempt/confidential nature of the business being discussed, in accordance with statutory procedures.
- where it is considered that continued recording/ photography/ filming/ webcasting might infringe the rights or privacy of any individual or intimidate them.
- For any other reason which the Chairman considers reasonable in the circumstances.

In allowing recording, filming, or photography to take place, the Council requires those participating not to edit the recordings, film or photographs in a way that could lead to misinterpretation of the proceedings. This includes refraining from editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being photographed, filmed, or recorded.

Those intending to bring large equipment, or wishing to discuss any special requirements are advised to contact the Parish Clerk in advance of the meeting to seek advice and guidance. The use of flash photography or additional lighting will not be allowed unless this has been discussed in advance of the meeting and agreement reached on how it can be done without disrupting proceedings.

PLEASE NOTE that if no advance notification has been given of the intention to film, record or photograph at a meeting, consent is deemed not to have been given and so no filming, recording or photography will be permitted in those circumstances

Reviewed March 2024

Next review March 2025