Pyecombe Parish Council Press and Media Policy

1. Roles and Responsibilities

The Clerk will be the first point of contact for Press and Media.

The Clerk will

- promote the reputation of the Parish Council;
- respond quickly and effectively to media enquiries; and
- respect the confidential nature of information which is retained by the council on individual cases or other matters which are officially specified as confidential.

2. Pyecombe Parish Council Policy on dealing with the press and media:

If you are a member of the press and wish to contact the council with an enquiry you should contact the Clerk in the first instance.

All requests from the press or other media for an oral or written statement or comment from the Council shall be processed by the Clerk in consultation with the Chairman.

In dealing with the press and/or other media, councillors and employees shall not, in their official capacity, provide oral or written statements or written articles to the press or other media. Without resolution from Council.

3. Attending Meetings

In accordance with our standing orders, the press shall be provided reasonable facilities for the taking of their report of all or part of a meeting at which they are entitled to be present.

The Press/Media has no greater right to be present at a meeting of the Parish Council than the public. They are entitled to copies of the agenda and necessary supporting papers for meetings, and maybe charged a small administration fee for photocopying or postage if paper copies are requested.

The Press/Media and public may be excluded for whole or part of a meeting of the Parish Council if the Council resolves that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This may include particular occasions such as employment issues, tenders and proposals, legal proceedings and disputes. It is not lawful to exclude some of the public or some of the press or vice versa.

4. Recording Meetings

The right to record, film and to broadcast meetings of Local Councils, committees and sub committees was established following the Local Government Audit and Accountability Act 2014.

Pyecombe Parish Council have adopted a protocol on the filming and recording of Local Council and Committee Meetings.

Press and/or Media intending to film or record a meeting of the Parish Council should read the protocols as the Chairman of the meeting 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.