

Lydiard Millicent Parish Council

Filming, Photography and Recording at Council Meetings

In accordance with the openness of *Local Government Bodies Regulations 2019*, by entering the meeting room, you are consenting to being recorded and to the use of those recordings for broadcasting and/or training purposes.

Whilst no prior permission is required to carry out the activities (in italics above), as a courtesy anyone proposing to do so at any meeting of the Council is requested to advise the Clerk before the start of the meeting and to provide their name and contact details.

At the beginning of the meeting, the Chairman will make an announcement if it is likely that the meeting may be filmed, recorded or photographed.

No part of any meeting can be recorded after members have passed a resolution excluding the press and public because there is likely to be disclosure of exempt or confidential information.

The Chairman of the meeting will have absolute discretion to terminate or suspend any of these activities, if, in their opinion, continuing to do so would prejudice the effective operation of the meeting:

- public disturbance of the meeting or persons undertaking the activities acting in a disruptive manner.
- when it is necessary to exclude the public and the press from the meeting due to the confidential nature of the business being discussed.
- where it is considered that continued recording/photography/filming might impact on the Councils' duty to protect children, the vulnerable and other members of the public who actively object to being filmed, without undermining the broad transparency of the meeting.

In allowing this, the Parish Council expects those recording proceedings:

- to be overt (i.e. clearly visible to anyone at the meeting).
- not to edit the film/record/photographs in a way that could lead to a misinterpretation or misrepresentation of the proceedings. This includes refraining from editing an image or views expressed in a way that might ridicule or show a lack of respect towards those being photographed/filmed/recorded.
- when published or broadcast, recordings should be accompanied by information including when and where the recording was made and the context in which the discussion took place.
- to comply with the request of any member of the public not to be filmed, recorded or photographed.
- not to provide an oral commentary during the meeting as this would be disruptive to the good order of the meeting.
- not seek to 'overview' sensitive information such as close ups of confidential papers or private notes.
- not to use of flash photography or additional lighting

PLEASE NOTE:

Any person or organisation choosing to record or broadcast any meeting is responsible for any claims or other liability from them so doing and by choosing to record or broadcast proceedings they accept that they are required to indemnify the Parish Council, its members and officers in relation to any such claims or liabilities.

Adopted on 5 June 2024

To Be Reviewed every 3 years, unless legislation or circumstances change