

FERRYHILL TOWN COUNCIL



POLICY

**MEMBERS OF THE PUBLIC
RECORDING /FILMING
COUNCIL MEETINGS**

Members of the public are entitled to report on meetings of Council and Committees, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise the Town Clerk on 01740 652157, or email enquiries@ferryhill.gov.uk that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

In order to avoid accidents, the Council regrets that it is unable to facilitate members of the public using electric plug sockets in meetings for their equipment.

Persons filming/recording the proceedings are subject to wider laws in connection with their use of material. In using or editing the material after the meeting by adding a commentary they are subject to laws of libel. Where they record the personal data of individuals, they must take care to ensure that personal data is used in accordance with the Data Protection Act 1998 and subsequent legislation, including General Data Protection Regulations.

Whilst the powers are widely drawn, the ability to record the proceedings are not without restriction. There is an expectation that any reporting will focus on the proceedings and the meeting and those who participate in it, rather than those simply attending. In the interest of clarity, it is suggested that the Chairman makes it clear to those recording the proceedings when the meeting starts and when it ends. Recording outside of these limits is not covered by the regulations. During the meeting the processes and procedures relating to disruption or public exclusion as set out in Standing Orders will still apply