



## **FILMING AND RECORDING OF MEETINGS POLICY**

The right to record, film and to broadcast meetings of the Council, Committees and Sub-Committees is established under the Regulations published following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Charing Parish Council acknowledge that any member of the public is entitled to record or film the Council meetings and a sign regarding this will be placed in the meeting room to advertise the fact to all in attendance. Press and public will not be permitted to film or record any meetings which they are excluded from (Public Bodies (Admission to Meetings) Act 1960).

Filming or recording meetings must be carried out in a non-disruptive manner. Charing Parish Council allows the use of digital and social media recording tools, for example Twitter, blogging or audio recording as long as it is carried out in a non-disruptive way and only to the extent that it does not interfere with any person's ability, even where he or she has a disability, to follow the debate. While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any person or organisation choosing to film, record or broadcast any meeting of Charing Parish Council is responsible for any claims or other liability from them so doing.

The Chairman of any Parish Council 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. Charing Parish Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded. Charing Parish Council may itself photograph, film, record or broadcast meetings and can retain, use or dispose of such material in accordance with its retention and disposal policies.

Charing Parish Council will display requirements as to filming, recording and broadcasting at its meeting venues and those undertaking these activities will be deemed to have accepted them whether they have read them or not.