

Littleham & Landcross Parish Council

Recording/filming at Council Meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the meeting will ensure, insofar as is possible, that any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording and any equipment must be clearly visible to anyone at the meeting and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'Part 2' where the public is excluded for confidentiality reasons. In such a case, the person recording/filming should leave the room ensuring all equipment is taken out of the room with them.
4. Any member of the public has the right not to be recorded. We ensure that agendas for Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chair or Clerk at the earliest opportunity.

Those doing the recording must respect the wishes of the members of the public who request not to be recorded.

5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact our Clerk [Dane Stanley – 01271-860286] in advance of the meeting you wish to record so we can make all the necessary arrangements for you on the day.