



## **Protocol on the filming and recording of Local Council and Committee Meetings**

- 1.1. This document sets out the protocol for the filming or recording of the meetings of Paulton Parish Council.
- 1.2. The right of the Council to exclude the press and public from parts of Council meetings remain unaffected.
- 1.3. Members of the public, with prior notification to the Parish Clerk, are permitted to film or record Council meetings, to which they are permitted access, in a non-disruptive manner.
- 1.4. It should be noted that the Chair of the meeting has the authority to stop a meeting and take appropriate action if it is deemed that the recording is being done in a disruptive manner.
- 1.5. If someone refuses to stop when requested to do so, the Chairman will ask the person to leave the meeting. If the person refuses to leave then the Chairman may adjourn the meeting or make other appropriate arrangements for the meeting to continue without disruption.
- 1.6. The use of digital and social media recording tools, for example Twitter, blogging or audio recording be allowed 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.
- 1.7. 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 others people attending under the Data Protection Act 1998.
- 1.8. Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.
- 1.9. The Council requires those recording proceedings to not 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.
- 1.10. At the beginning of each meeting, the Chair will make an announcement that the meeting may be filmed or recorded. Meeting agendas will also carry this message.

***Adopted***