

# Terrington with Wiganthorpe and Ganthorpe Parish Council

## THE RECORDING OF MEETINGS

### Rules for recording Terrington Parish Council meetings.

Any person may legitimately record a Terrington Parish Council meeting, including committee and sub-committee meetings. However, recording of any type is not permitted where Terrington Parish Council resolves to exclude the press and public due to the nature of the business being transacted being prejudicial to the public interest.

Section 1(9) of the 1960 Act defines that a person may:

- a. Film, photograph or make an audio recording of proceedings at a meeting (eg using a mobile phone, tablet device, filming for a TV broadcast or recording for a radio broadcast);
- b. Use any other means for enabling people not present at a meeting to see or hear proceedings as it takes place or later (eg live streaming);
- c. Report or comment on the proceedings during or after a meeting or orally report or comment after the meeting. Examples of written reporting or commentary include blogging, posting comments on Facebook or Tweeting.

Terrington Parish Council does not have to give prior permission to anyone who wishes to record but it is acceptable for the council to expect any person wishing to record by any means to inform the Parish Clerk prior to the meeting so that specific arrangements can be made for this to take place.

Terrington Parish Council is obliged only to provide reasonable facilities for any person who wishes to record. The Plain English Guide to the Regulations states that 'reasonable facilities' would likely include a space to view and hear the meeting, seats, and ideally a desk/table.

These rules do not permit the person recording to make oral commentary in the meeting and this provision is made in the Regulations to prevent disruption to the meeting.

There are other forms of disruptive behaviour that will not be tolerated in the process of recording and these are:

- a. The person recording moves outside the area designated for the purpose by Terrington Parish Council;
- b. Excessive noise in the setting up or re-siting of equipment during the recording;
- c. Intrusive lighting and use of flash photography;
- d. Asking people to repeat statements for the purposes of recording.

The Government recommends that in filming of members of the public the person filming must ensure that they protect children, vulnerable adults and other members of the public who actively object to being filmed, without undermining the broader transparency of the meeting.

Terrington Parish Council may wish to record meetings by either visual or audio recording or both and retain this as the council's official record of the proceedings. However it is noted that where the council chooses to record it cannot prevent another person from making a record in addition.

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