



Policy for Recording of Meetings

The right to record, film and to broadcast meetings of Local Councils, Committees and Sub- committees was established following the Local Government Audit and Accountability Act 2014. The “Openness of Local Government Bodies Regulations 2014” became active legislation in August 2014. This is in addition to the rights of the Press and Public to attend such meetings.

In order to satisfy the protection of children, the vulnerable and other members of the Public who actively object to being filmed, there will be an area of the room allocated for those individuals who intend to record/film and an area for those who do not wish to be filmed. If a member of the public is present to speak, but has raised an objection to being recorded, the Chair will also ask all those present to refrain from recording or filming that person.

Fairlight Parish Council believes that individual Councillors will have the right not to be filmed if they have a reason that is deemed valid by the Chair and the Proper Officer. Employees have the right to decline to be filmed.

Arrangements will be made to allow Councillors and employees who have not given their consent to be filmed to attend, and participate in, the meeting but be screened from any visual recording devices.

Members of the Public are permitted to film or record meetings to which they are permitted access in a non-disruptive manner and only to the extent that it does not interfere with any person’s ability to follow the debate. All recording equipment must be removed from the meeting room at the point in any meeting that it moves into closed session

Those recording the meeting should not move around the room during the meeting and should not act in a way which is disruptive to the meeting and those attending.

Examples of disruptive behaviour includes:

- Filming or capturing the image of a member of the public who has expressly objected to being filmed
- Moving to areas outside the areas designated for the public without the consent of the Chair
- Excessive noise in recording or setting up or re-setting equipment during the debate/discussion
- Intrusive lighting and use of flash photography
- Asking for people to repeat statements for the purposes of recording
- Providing oral commentary or reporting on a meeting
- Editing the recording or filming

The Chair of the 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. The Chair can exclude Councillors or members of the public who disrupt a meeting

Any person or organisation filming, audio-recording, photographing or recording any meeting of the Council, or subsequent third-party user of the recording or filming is responsible for any claims or other liability resulting from them doing so and by choosing to film, photograph or record proceedings, they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities. The Council reserves the right to initiate legal proceedings in appropriate circumstances.

The 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 a lack of respect towards those being filmed or recorded.

Prior permission is not required to record a meeting. However, the Council asks that if you intend to record a meeting that you contact The Proper Officer no less than 36 hours before the meeting as this will assist the Council in providing reasonable facilities at the meeting.

The 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.

Adopted June 2024