



Filming at Council Meetings

Introduction

The recording, filming and reporting of all public meetings is permitted.

Legislation

The Openness of Local Government Bodies Regulations 2014 (2014 SI No. 2095), which came into force on 6 August 2014, requires Parish Councils to allow any person to film, audio-record or take photographs of, and to report on, the proceedings of any part of a meeting which the public are entitled to attend by law.

The Regulations do not require Parish Councils to allow filming of any part of a meeting where the public are excluded by reason of the confidential nature of the business or where publicity would be prejudicial to the public interest. Exclusion of the public must be authorised by a resolution of the meeting and the reason for exclusion must be stated.

The Regulations apply only to formal, decision-making meetings of the Council, a committee or a sub-committee and not to informal meetings or meetings of a working party without decision-making powers.

Further detail

Members of the public and press are permitted to film or record meetings (to which they are permitted access) in a non-disruptive manner and from areas designated for the public. No prior permission is required however the Chairman may ask at the beginning of the meeting if anyone present wishes to record or film proceedings.

The use of digital and social media recording tools, blogging or audio recording is allowed as long as it is carried out in a non-disruptive manner.

The Chairman of the meeting, in accordance with Standing Order No. 3, can stop a meeting if any person is deemed to be disruptive, this could be any action or activity which disrupts the conduct of meetings or impedes others being able to see, hear or film the proceedings.

This could include:

- moving to areas outside the areas designated for the public.

- excessive noise in recording, setting up or siting equipment during the meeting.
- intrusive lighting and use of flash photography, and, asking for statements made to be repeated for the purposes of recording.

Caister Parish Council requests that filming or recording is kept to a minimum, that the filming focuses on those making representations to the meeting, that members of the public are not inconvenienced and that all involved should be treated respectfully.

Any person or organisation choosing to film, record or broadcast any meeting of the Council will be responsible for any claims or other liability resulting from them so doing.

Members of the public who attend a meeting merely to observe it are not taking part in the proceedings and the Parish Council asks others not to film or photograph them without their consent. Children or vulnerable adults attending a meeting should not be filmed or photographed

Those filming meetings are reminded that requirements of general law apply to their activities, for example:

- The requirements of the Data Protection Act 1998 may apply to personal information about living individuals including visual images.
- There may be legal liability for defamatory or offensive statements, including statements made by people being filmed that are ‘published’ by the person filming.

Review

Within 3 years, or as appropriate, the Council will review and update this policy.

Date of Policy	March 2025
Approving Committee	Full Council
Date of Committee Meeting	31 March 2025
Date of Adoption by Full Council	31 March 2025
Policy Version Number	2
Date of Next Review	March 2028

Signed: _____ Chair, Caister-On-Sea Parish Council

Date: _____