

ULCOMBE PARISH COUNCIL COMMUNICATIONS WITH THE MEDIA POLICY

Comments to the press which relate to the parish council should be made by the chairman or the clerk. Reports to the press (unless made via the reporter's own attendance at a meeting) should also be made by the chairman or the clerk. The clerk will clear all comments or reports with the chairman.

If any other member of the parish council is approached by the press they should refer them to the chairman or clerk unless they have been authorised by the council to speak to the media on a particular issue.

If a councillor does make a comment to the press they should make it clear that it is a personal view and not the view of the parish council and ask that it be clearly reported as such.

Identification of a member of the press should be established before any comment or report is made. If necessary, a Press Association number should be requested and verified. Following this, a response may be given.

The person who has been approached by the press will advise that the question will be investigated and the chairman or clerk will call back or email with an answer in due course. They will endeavour to provide a reasonable timescale within which this will take place. This will enable them to seek further advice, if necessary, and to provide a considered statement.

Any media 'reporting' at Parish Council meetings which include oral reporting, filming, and photographing, and includes mobile phones, ipads, tablets, camera's etc is governed by the Standing Orders paragraphs 3(1) a & b.

Adopted 13/7/10

Reviewed: 9/10/12

Redrafted version signed: 13/11/12

Signed:

(Chairman)