

Town Council Recording of Council Meetings Policy

Town Council 12 December 2017

RECOMMENDED

- (i) That no changes are made to the Recording of Council Meeting Policy and Procedure
- (ii) That the Recording of Council Meeting Policy and Procedure is reviewed again in 3 years unless a change in legislation or best practice necessitates an earlier review

Introduction

1. The Town Council approved and adopted its current policy on filming, audio recording, photographing and reporting of Council and Committee meetings, attached as appendix 1 in December 2014. It is good practice to review policies and procedures at regular intervals to ensure they remain fit for purpose.

Contextual Information

2. The Town Council's procedure is based upon the Somerset Association of Local Council's(SALC) model document.

Review

3. The SALC and NALC documents have not changed since the Town Council's procedure was approved and adopted.
4. A review of the Town Council's policy and procedure and the SALC model has not identified any changes that are needed to the Town Council's policy and procedure.

Report Prepared: 7 December 2017

Background Papers:

Somerset Association of Local Councils Model Parish Council Policy on audio/visual recording and photography at council meetings

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