

GREAT AYTON PARISH COUNCIL - PRESS POLICY

1. Members of the press and other media are entitled to attend and report on any meeting of the Parish Council unless the Council by resolution declares that it is going into private session. Private Sessions are to only to be used to discuss staffing matters, commercially sensitive quotations and other matters where it is not appropriate to be in the public domain.
2. A copy of the Agenda for any meeting of the Council will be sent to the local reporter for The Darlington & Stockton Times, Northern Echo and The Evening Gazette. A copy will be made to other Press and media organisations upon request.
3. Press releases will normally be issued by the Clerk of the Parish Council on behalf of the Council as authorised by the Parish Council.
4. Other statements to the Press should normally only be made by the Chair of the Parish Council or the Vice chair of the Parish Council should the Chair of the Parish Council not be available.
5. Statements may be made to the Press and or other media by a Parish Councillor appointed to be responsible for a specific area of responsibility but only in relation to that area of responsibility.
6. Parish Councillors may make personal statements to the Press and other media but must ensure that they are speaking in a personal capacity and are not necessarily expressing the views of the Parish Council.
7. Parish Councillors should ensure that any statements to the Press and other media does not misrepresent the views of the Parish Council or bring disrepute upon the Council.
8. In all cases the Chair, or in the absence of the Chair the Vice Chair, should be notified of any Press or other media involvements, other than when a Councillor is satisfied that any such involvement is covered by 6) above.
9. Parish Councillors are, never the less, encouraged to seek to promote the activities of the Parish Council where possible

(May 2011)