

Petham Parish Council Press and Media Policy

Scope of Policy

Press releases and other communications with outside bodies

Press and Media Policy

1. Parish Councillors must not purport to communicate the Council's views to other individuals and organisations unless they have been authorised by Petham Parish Council. This includes press releases and communications – via letter, email, telephone or in person - with other local authority councillors and officers and other organisations.
2. If a Parish Councillor wishes to make such a communication s/he must make it clear to the recipient that it is being made as an individual resident and does not necessarily represent the view of the Parish Council – a lack of a signature as a Parish Councillor is not sufficient.
3. Emails sent between Councillors may not be forwarded to outside individuals or organisations without the permission of the originator.
4. All press releases are to be written by the Clerk, and with be overseen by the Parish Council Chair, who may refer to other Councillors/Full council as required.

Signature of Chair of Petham Parish Council:

Date of policy ratification:

Date of Policy Review: