

# COLESHILL PARISH COUNCIL

## Policy for dealing with the Press

### 1. Council Meetings

All Council Meetings are open to the public and press. Councillors and the Clerk should be aware that any statements made in the meeting may be reported.

### 2. Minutes of Meetings:

All minutes of meetings are public documents and may also be quoted in the press and other media

### 3. Requests for comment or quote:

Any requests for comment or quote outside a meeting may be

a. Answered by the Councillor contacted provided he or she is comfortable doing this. In this case the answer should reflect the Council's agreed position where this is known. Where a Councillor wants to make a personal comment, he or she should make clear that they are doing so and not commenting on behalf of the Council. No Councillor should feel under any obligation to make any comment or give any quote. (see b)

or

b. Referred to the Chairman or Clerk for comment. The Chairman or Clerk may decline to comment or give a quote.

### 4. Other public comment:

Where a Councillor or Clerk makes public comment (eg in a letter to a newspaper), they should take care to be sensitive to any agreed Council decision and make it clear where they are talking as a Councillor and where they are expressing a personal opinion. In general, it is not helpful for Councillors to express a personal view in public which is different from what they express in a Council Meeting.

### 5. Media Training:

Media training sessions arranged by BALC, SLCC or other appropriate bodies will be offered to the Councillors, as required.

### 6. Website:

Policies on the content of the Coleshill.org website should be considered on a regular basis by the Council