Spooner Row, Suton & Wattlefield
Community Council
Where community matters

Spooner Row, Suton and Wattlefield Community Council
Filming and Recording at Council Meetings

Guidance for Members of the Public
The recording, filming and reporting of all public meetings is permitted.

Parts of meetings from which the press and public are excluded may not be filmed or recorded.

Members of the public and press are permitted to film or record meetings to which they are permitted access in a non-disruptive manner and only form areas designated for the public. No prior permission is required, however the Chair at the beginning of the meeting will ask if anyone present wishes to record proceedings. We will ensure that reasonable facilities are made available to the public and press to assist filming or recording of meetings.
The use of digital and social media recording tools, for example blogging or audio recording is allowed as long as it is caried out in a non-disruptive manner.

What is disruptive behaviour?
Essentially, this could be any action or activity which disrupts the conduct of meetings or impedes other members of the public being able to see, hear or film the proceedings.
Examples can include but are not limited to:

- Moving to areas outside the areas designated for the public without the consent of the Chair
- Excessive noise in recording or setting up or re-siting equipment during the debate/discussion
- Intrusive lighting and use of flash photography
- Asking for people to repeat statements for the purposes of recoding

The Chair of the meeting has the capacity to stop a meeting and take appropriate action if any person contravenes these principles or is deemed to be filming or recoding in a disruptive manner.

In order to safeguard children, the vulnerable and individuals who do not which to be filmed, we will ensure that space is provided where individuals cannot be filmed. In addition, we ask that filming or recoding of members of the public is kept to a minimum and focusses on those making representations to the meeting.

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Any person or organisation choosing to film, record or broadcast any meeting of the council, or its committees is responsible for any claims or other liability resulting from them doing so and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the council, its members and its officers in relation to any such claims or liabilities.

The council will display the requirements as to filming, recording and broadcasting at its meeting venue and those undertaking the activities will be deemed to have accepted them whether they have read them or not.

The council will publish the guidance on the filming, recording and broadcasting of meetings on its website.

This document is from NPTS via subscription.
Edited by DC
Adopted March 2025. Min 2025/090
To be reviewed: May 2027