

## Press and Media Policy – Gayton Parish Council

Adopted on.....14/7/14.....

Signed ..........Chairman

Responses to the press relating to matters discussed by the Parish Council shall be dealt with in the first instance by the Parish Clerk.

The Parish Council Chairman, and in his/her absence the vice-chairman, are also authorised to give the views of the Council to the press on any non-confidential subject discussed by Council.

On occasions and with the authorization of the Clerk and Chairman other Councillors may present the Council's views to the press.

Whenever possible any information given to the press shall be given in writing so as not to leave interpretation open to misunderstanding and misreporting.

At no time shall the personal views of either members or officers of the Council be given to the press in a way which could be interpreted as a view of the Council as a whole.