

Morval Parish Council

Press and Media Policy

Meetings:

As all meetings are open to the public and press, Councillors should be aware that any statements made in the meeting may be reported. All minutes of meetings are public legal documents and may also be quoted in the press and other media.

Communication with the Press and Public:

Members of the Parish Council accept their legal collective responsibility for all decisions taken by the Council whether or not they personally supported those decisions, and, therefore, will not criticise or complain about such decisions if approached by the media to do so.

Whenever possible, all official enquiries from the press to the Parish Council should be directed in the first instance to the Clerk who will ensure that it is brought to the attention of the Chair or Vice-Chair and/or the relevant Portfolio Holder and ultimately the Council as a whole.

At no time shall personal opinions be given to the press in a way which could be interpreted as the view of the Parish Council as a whole. Members who are asked for comment by the press or public on matters relating to the business of the Council are free to express their personal opinions but must ask that it be clearly reported that it is their personal view and not the views of the Council.

Whenever possible any information given to the press shall be given in writing so as not to leave interpretation open to misunderstanding and misreporting. Press reports from the Parish Council and its committees etc. should be presented by the clerk in consultation with the Council or via the reporter's own attendance at a meeting or event.

Definition and Scope of the Portfolio Holder Role:

Each portfolio holder is a member of the Parish Council and leads on a range of issues within the given remit.

The portfolios for Morval Parish Council are:

- Roads and Transport
- Footpaths and Rights of Way
- Planning
- Tourism and Licensing
- Farming and Agriculture
- Education
- Trenode Field
- Widegates Village
- Matters relating to Looe.

Portfolio holder responsibilities:

- Responsibility as lead for issues pertaining to the portfolio.
- To represent the Council in dealing with the public, external organizations (including the press in line with this policy) on matters within the remit of the portfolio, in full consultation with the clerk and/or the Chair.
- To present to the Council any report on item(s) requested within the scope of the portfolio that needs ratification or explanation.
- Attends external meetings as necessary.
- Attends relevant training.
- The Portfolio Holder may call on any other councillor for assistance.
- The Portfolio Holder may not make decisions or comment on actions or opinions of the council not previously agreed. For example, in the case of a speed limit issue, a councillor may say that a speed limit may be a good thing, but they should **not** say that the council wants to see a 30mph speed limit on a section of road, if this has not previously been agreed and minuted.