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## **Press & Media Policy**

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

The Parish Council Chairman, and in their 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.

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.

This policy will be reviewed annually or earlier if so required by legislation or additional material.