



TOLLESBURY
PARISH
COUNCIL

TOLLESBURY PARISH COUNCIL
PUBLICATION POLICY

Publication Policy

V3.0

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Tollesbury Parish Council Publication Policy

1. Tollesbury Parish Council publishes leaflets, letters and web-based information promoting the work of the Parish Council, and cataloguing the work and activities supported by the Council in the community.
2. Tollesbury Parish Council may take and publish photographs of events supported by the Council.
3. Notification will always be made to people attending events organised and managed by the Council regarding where and when photographs may be published.
4. Tollesbury Parish Council will only use photographs containing images of people including children where permission has been granted. Photographs may be distributed in hard copy format, by email and published on the internet or on social media channels.
5. Anyone attending the event, with any concern, may opt not to allow Tollesbury Parish Council to publish photographs in which they are featured.
6. The policy approves the sharing of other articles from the following organisations: HM Government/ Local authorities including District or County Councils/ Police, Fire, Ambulance and local NHS services/ Local community centres and not-for-profit groups/ Local news organisations/ Outside bodies where a Councillor has been appointed as a member but with the permission of the outside body concerned/ Local businesses providing a free or reduced cost service to residents as the Parish Council sees fit.

Version	Details of Changes	Date	Approver
V1.0	Adopted	24/10/2014	TPC
V2.0	Reviewed and amended	16/06/2020	TPC
V3.0	Reviewed and updated by the Finance & Policy Committee	06/12/2023	F&PC
V3.0	Updates adopted by the Full Council	19/12/2023	TPC
	NEXT REVIEW OCTOBER 2024		