



Keyingham Parish Council

## **PUBLIC INFORMATION POLICY**

This policy applies to **all** information shared by the Parish Council, relating to Parish Council Business.

### **AIM:**

**The aim of the policy is to share information for the benefit of the Parish of Keyingham that is accurate, reliable and free from bias. All postings will meet the requirements of Equality and Diversity legislation and be GDPR compliant.**

Factual Information relating to the following will be shared, without prejudice, opinion or political bias:

- Services, events and social activities
- Matters forming the official, published agenda of meetings of the Parish Council
- Public Consultations on behalf of Keyingham Parish Council, ERYC, Health & Social Services, and other government bodies
- Public Meetings on matters affecting the Parish of Keyingham, and its locality

Published information will be inclusive, without prejudice and free from bias.

Individual consent will be sought and content credited as appropriate.

Articles containing or alluding to bias of any kind are which contain language or terms which are oppressive will not be accepted for publication.

The primary source of all information and matters relating to Parish Council Business will be the official **Parish Council Website**.

The **Forward Magazine**, funded by the Parish Council Precept, will follow the same protocols of production and will carry information approved by the Editor

The **Parish Council Facebook Page** will carry outward-facing information only

Only the Parish Clerk and Editor of the Forward Magazine will have access to publish information on behalf of the Parish Council.

Only information entering the public domain via the Clerk or Editor will be considered legitimate.

Re-sharing/posting of Parish Council information on any social media platforms/forums by councillors, with or without opinion or comment is prohibited.

Parish Council members should state that their comments, whether on social media, by email, phone, or in person, are their personal opinions and do not represent the Council as a whole.

Adopted & Published 19<sup>th</sup> August 2025.