

## HANBURY PARISH COUNCIL SOCIAL MEDIA POLICY GUIDELINES

- This policy applies to all current Councillors and employees.
- This policy applies to all social media operated by the above individuals.
- Hanbury Parish Council does not have a social media platform except for the website.
- Employees and Councillors referencing Hanbury Parish Council to the media should seek to ask for guidance from other Councillors within the Parish Council meetings.
- Staff and Councillors must not post disparaging or defamatory statements about the council or its stakeholders; they should make it clear in social media postings that they are speaking on their own behalf (unless they are posting as part of their job role); They must not post comments about sensitive community topics, such as planning applications.
- If employees or Councillors see content on social media that disparages or reflects poorly on the council they should refer this to the Clerk or Chair of the council. They must not post anything that could be considered discriminatory against, or bullying or harassment of, an individual.
- These rules apply as much to personal social media as they do to the council's accounts.
- Any breach of the policy may lead to action being taken under the council's disciplinary policy.