



Langton Matravers Parish Council

Press Release Guidance (pertaining to the reporting of parish meetings)

Guidance to the Clerk

The monthly report of the proceedings of the meeting of the Parish Council will normally be published in the Dubber. The monthly r report will normally be c.600 words maximum, to include contact details and opening hours for the Clerk and Parish Office, and a link to the Council Website. It will also include planning decisions made at the most recent meeting, and brief updates from the National Trust and other formally tabled reports

The Clerk will write short paragraphs on other items of general interest to the Parish, based on the minutes from the previous meeting. The choice of items to be included may be directed by Councillors at this meeting, or be made at the discretion of the Clerk, with the aim of reporting as a priority agenda items where a clear outcome has been decided.

Approved by the resolution of the Council, 12th May 2016.

Reviewed and approved without change by resolution of the Council, 11th May 2017

Reviewed and approved without change by resolution of the Council, 10th May 2018

Revised and approved by resolution of the Council, 9th May 2019

Revised and approved by resolution of the Council, 11th May 2023

Reviewed and approved without change by resolution of the Council, 12th June 2025