

**TOLLESHUNT D'ARCY  
PARISH COUNCIL**

[www.tolleshuntarcy.org](http://www.tolleshuntarcy.org)



# Publication Policy

## V1.0

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## **PUBLICATION POLICY**

- Tolleshunt D’Arcy Parish Council will publish leaflets, booklets and other information to promote the work of the Parish Council, to help to catalogue the excellent work that the Tolleshunt D’Arcy Parish Council Member Councils provide in their communities.
- Tolleshunt D’Arcy Parish Council may take photographs and publish these of events arranged by Tolleshunt D’Arcy Parish Council.
- Notification will always be made to people attending events organised and managed by Tolleshunt D’Arcy Parish Council regarding where and when photographs may be published.
- Tolleshunt D’Arcy Parish Council will only use photographs containing images of people including children where permission has been granted. Photographs will be distributed in hard copy format, by email and published on the internet.
- Anyone with any concern may opt not to allow the Tolleshunt D’Arcy Parish Council to publish photographs.