



Glynneath Town Council - Cyngor Tref Glynnedd

Bethania Community Centre
High Street, Glynneath, SA11 5DA
Tel: 01639 722961

E-mail: asstclerk@glynneathtowncouncil.gov.uk
Website: www.glynneathtowncouncil.gov.uk

1 March 2021

Mr Dai Richards

sent via e-mail to: dairichardswales@gmail.com

Dear Mr Richards,

RE: Unlawful recording and broadcasting of Town Council meeting

Your e-mail correspondence sent to clerk@glynneathtowncouncil.gov.uk on Saturday, 13 February 2021 refers.

Within the aforementioned e-mail to the Council, you provided a link to a clip you uploaded to YouTube on 9 February 2021. The clip contains approximately five and a half minutes of footage of Glynneath Town Council's meeting of 27 October 2020 and for the purposes of clarity, is referenced here: <https://youtu.be/a7cMoQ38lh4>

I wish to inform you that under the **Public Bodies (Admission to Meetings) Act 1960**, you are not permitted to take photographs of any proceedings or use any other means to record all or part of any proceedings of a council meeting or meeting of a committee of the council without the prior written consent of the council. Under the same legislation, you are not permitted to broadcast any proceedings whether at the time the proceedings take place or at any time later.

The Town Council's Standing Orders, section 2(j) states that ***"Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent."***

The required permission in advance of the meeting of 27 October 2020 was neither requested by, nor granted to you or anyone connected with organisations to which you are affiliated and as such, the publication of the YouTube clip constitutes the unauthorised **use of unlawfully obtained material**.

The Glynneath Town Council therefore requires the clip "<https://youtu.be/a7cMoQ38lh4>" to be removed from any and all online platforms within 7 days of the date of this letter.

Failure to comply with the requirement to remove the material from the internet within the time specified, or the uploading of further unlawfully recorded material at any time in the future may result in the Council taking legal action.

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Yours Sincerely,

J van Tonder

Joanna van Tonder
RFO / Acting Clerk, Glynneath Town Council