

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Hartley, Longfield, Kent DA3 8EL
Tel/fax no : 01474 709441
E mail : hartleypc@hotmail.com

11th September 2003

Dear Councillor

You are invited to attend a meeting of the Website Working Group to be held on **Monday 15th September 2003** commencing at 7.30 p.m. at the Pavilion, Manor Field, Church Road.

Yours sincerely

Helen Gilder
Assistant Clerk to the Council

AGENDA

- 1. Apologies for absence**
To receive apologies for absence.
- 2. Election of Chairman**
- 3. Declarations of Interest**
To receive Members declarations of interests.
- 4. Terms of Reference**
To draft terms of reference for the Website Working Group
- 5. Website**
To consider the setting up of the Council's website.
- 6. Date of next meeting**

Committee membership
Cllr Mr L Abraham
Cllr Mr M Harris
Cllr Mrs A Oxtoby

