

HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs J Hoad
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26th September 2003

Dear Councillor

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

Yours sincerely

**Helen Gilder
Assistant Clerk to the Council**

AGENDA

- 1. Apologies**
To receive apologies for absence
- 2. Minutes of the previous meeting**
To approve the minutes of the meeting of the Website Working Group held on 15th September 2003. (Circulated)
- 3. Declarations of Interest**
To receive Members declarations of interest.
- 4. Website**
To continue discussions on setting up the Council's website
- 5. Staff Training**
To consider future resources required to maintain the website particularly in terms of staff training.
- 6. Date of next meeting**

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