

## **HARTLEY PARISH COUNCIL**

Clerk to the Council: Mrs J Hoad  
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**19th January 2004**

**Dear Councillor**

**You are invited to attend a meeting of the Website Working Group to be held on Wednesday 4th February 2004 commencing at 7.30p.m. at the Pavilion, Manor Field.**

**Yours sincerely**

**Helen Gilder  
Assistant Clerk to the Council**

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### **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 12th December 2003. (Circulated)
- 3. Declarations of Interest**  
To receive Members declarations of interest.
- 4. Website**  
To continue discussions on setting up the Council's website and to deal with the acceptance of quotations taking into account the fact that the Working Group does not currently have delegated powers to accept a quotation and commit the money.
- 5. Date of next meeting**

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