

## **HARTLEY PARISH COUNCIL**

Clerk to the Council: Mrs J Hoad  
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**9th March 2006**

**Dear Councillor**

**You are invited to attend a meeting of the Communications Working Group to be held on Wednesday 15th March 2006 commencing at 6.30p.m. at Hartley Library.**

**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 Communications Working Group held on 2nd February 2006. (Annexed).

**3. Declarations of Interest**

To receive Members declarations of interest.

**4. Website**

To welcome Gerald Cramp, Chairman of the Parish Plan Steering Committee and to consider the Parish Council's website and agree any updates required.

**5. Newsletter**

a) To consider future arrangements for the printing and distribution of the newsletter.

b) To receive a report on a request from a member of the public for an item to be included in the next edition of the newsletter. (Annexed)

**6. Annual Report**

To consider arrangements for the Annual Report.

**7. Date of next meeting**

Committee Membership  
Cllr Abraham  
Cllr Alford  
Cllr Mrs Burns

Cllr Harris  
Cllr Mrs Oxtoby