

**MINUTES OF THE MEETING OF THE COMMUNICATIONS WORKING GROUP HELD ON
18TH APRIL 2006 AT 6.30 p.m. AT HARTLEY LIBRARY**

Present: Cllr Mr L Abraham
Cllr Mr M Harris
Cllr Mrs A Oxtoby (Chairman)

In attendance: Mrs Gilder (Assistant Clerk)
Mr Gerald Cramp (Chairman of the Parish Plan Steering Committee)

1. Apologies for absence

The Assistant Clerk reported that the Chairman, Cllr Mrs J Burns, would not be attending the meeting due to illness.

RESOLVED: That, Cllr Mrs A Oxtoby be appointed to preside at the meeting in the Chairman's absence.

Apologies had been received from Cllr Mr C Alford and Cllr Mrs J Burns.

2. Minutes of the previous meeting

RESOLVED: That,
the minutes of the meeting of the Communications Working Group held on 15th March 2006,
be approved and signed as a correct record.

3. Declarations of Interest

There were no declarations of interest.

4. Website

At the last meeting of the Communications Working Group Mr Cramp had agreed to submit a short history of Hartley for inclusion on the Council's website.

The Group considered the text submitted by Mr Cramp and agreed that it gave an interesting account of the history of Hartley. The Group asked whether it would be possible for Mr Cramp to provide a selection of photographs to accompany the text. Mr Cramp agreed to submit these for consideration by the Group.

Mr Cramp also agreed to create a list of websites offering a more in depth history of Hartley to link in with the Parish Council's website.

The Group thanked Mr Cramp for his continuing efforts.

5. Newsletter

At the last meeting of the Communications Working Group, it was agreed that consideration of future arrangements for the printing and distribution of the newsletter be deferred until the next meeting to enable Cllr Mrs Burns to obtain further information on what was included in the alternative quotation that she had obtained from Orchard Publishing.

The Assistant Clerk reported that there was no further information available and it was

RESOLVED: That,
consideration of future arrangements for the printing and distribution of the newsletter be deferred until the next meeting.

6. Annual Report

At the last meeting of the Communications Working Group, it was agreed that consideration of future arrangements for the printing and distribution of the newsletter be deferred until the next meeting to enable Cllr Mrs Burns to obtain a quotation from Orchard Publishing.

The Assistant Clerk reported that there was no further information available and it was

RESOLVED: That,
consideration of the arrangements for the printing and distribution of the Annual Report be deferred until the next meeting.

7. Quality Parish Status

The Working Group considered the possibility of entering into a Charter with Sevenoaks District Council which would set out how the District Council and the Parish Council would work in partnership.

RESOLVED: That,
the Assistant Clerk be requested to write to the District Council to request further information on the procedure for entering in to a Charter.

8. Date of next meeting

Wednesday 26th April 2006 at 6.30p.m. at Hartley Library.

The meeting closed at 7.25 p.m.

Signed:.....
Chairman

Date:.....