

HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs J Hoad
The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
Tel/fax 01474 709441
E mail: mail@hartleyparishcouncil.org.uk

22nd August 2006

Dear Councillor

You are invited to attend a meeting of the Communications Committee to be held on Wednesday 30th August 2006 commencing at 6.30p.m. at Hartley Library.

Yours sincerely

**Helen Gilder
Assistant Clerk to the Council**

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive Members declarations of interest.

3. Minutes of the previous meeting

To approve as a correct record the minutes of the meeting of the Communications Committee held on 8th August 2006. (Annexed).

4. Newsletter

To finalise arrangements for the September edition of the newsletter.

5. Local Democracy Campaign

To consider a letter received from NALC, dated 14th August 2006 and an e mail received from NALC dated 15th August in relation to this years Local Democracy Campaign. (Annexed)

6. Quality Parish Status

At the last meeting of the Communications Committee the Clerk was requested to contact KAPC and NALC to enquire as to whether there are any frameworks that have been developed for entering into a Charter with the District Council.

The Committee is requested to consider the following:

a) A document entitled 'Charters for Town and Parish Councils and Principal Local Authorities: A Good Practice Guide April 2005. (Annexed)

b) The Parish and Town Council Model Charter from The Quality Parish and Town Council Scheme: The Quality Scheme Explained booklet. (Annexed)

7. Date of next meeting

Committee Membership
Cllr Abraham
Cllr Alford
Cllr Mrs Burns

Cllr Harris
Cllr Mrs Oxtoby