

## **HARTLEY PARISH COUNCIL**

Clerk to the Council: Mrs J Hoad  
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**9th March 2007**

**Dear Councillor**

**You are invited to attend a meeting of the Communications Committee to be held on Thursday 15th March 2007 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. 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 1st February 2007. (Annexed).

**4. Newsletter**

To consider arrangements for the next edition of the newsletter.

**5. Annual Report**

To consider arrangements for the production of the 2006/07 Annual Report and any quotations that may have been received for its production and distribution.

**6. Website**

To consider the Parish Council's website and to agree any updates required.

**7. Review of Quality Council Scheme**

To consider a letter dated 9th February 2007 from KAPC regarding the review of the Quality Council Scheme. (Annexed)

**8. Consultation with Residents**

To consider the production of a welcome pack and information leaflets for residents.

**9. Date of next meeting**

Committee Membership  
Cllr Abraham  
Cllr Alford  
Cllr Mrs Burns

Cllr Harris  
Cllr Mrs Oxtoby