

HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs J Hoad
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24th February 2009

Dear Councillor

You are invited to attend a meeting of the Communications Committee to be held on Monday 2nd March 2009 commencing at 7.00p.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 the minutes of the meeting of the Communications Committee held on 26th January 2009. (Annexed).

4. Financial Report

To receive and note a financial report indicating the net position of the Newsletter and Annual Report budget as at 24th February 2009. (Annexed).

5. Annual Report

To consider arrangements for the 2008/09 Annual Report, including any quotations received for the printing and distribution of the Parish Council's 2008/09 Annual Report.

6. Website

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

7. Quality Council Scheme

a) To consider arrangements for the Parish Council's application for re-accreditation of Quality status.

b) At the last meeting, the Committee noted that a number of new tests had been added to the Quality Council Scheme. Quality Councils will be required to evaluate the training needs of both staff and Councillors and provide evidence through a training Statement of Intent.

The Committee is requested to consider a draft training Statement of Intent. (Annexed)

8. The Power of the promotion of Economic Social or Environmental Well Being

At the last meeting, the Committee noted that any Parish Council wishing to qualify as an eligible parish council entitled to exercise the power of well being, was required to publish a Statement of Community Engagement.

The Committee is requested to consider a draft Statement of Community Engagement. (Annexed)

9. Date of next meeting

List of circulated documents

In order to reduce the amount of photo copying in respect of the background papers relating to this agenda, only members of the committee have been provided with copies of certain documents. Should any member of the Council require copies of the following documents, please contact the Clerk.

Copies of all documents listed below are available for inspection in the Parish Office

1. Minutes of the meeting of the Communications Committee on 26th January 2008
2. Financial Report dated 24th February 2009
3. Draft training Statement of Intent
4. Draft Statement of Community Engagement

Committee Membership
Cllr Abraham
Cllr Mrs Burns

Cllr Graeme
Cllr Mrs Oxtoby