

TEYNHAM PARISH COUNCIL

Hayley Steel
(Clerk to the Council)
Telephone: 01795 487063
E-mail: parishclerk@teynham.org

251 London Road
Sittingbourne
Kent
ME10 1PW

A meeting of the Parish Council's Editorial Committee will be held on **Tuesday 19th November 2019** in the Community Hall, Station Road at 10 am. The agenda for the meeting is given below:-

AGENDA

1. Apologies for absence
2. To receive any Declarations of Interests on Items on the Agenda and Requests for Dispensation.
3. Public Session to allow members of public and Councillors with prejudicial interests to speak on matters on the agenda (no more than 3 minutes per speaker; total time allowed for public session – 20 minutes)
4. Election of Chairman
5. To approve the Minutes of the Editorial Committee Meeting held on Tuesday 27th August 2019.
6. Matters arising
7. Winter 2019 Edition
 - a) Front Cover
 - b) Articles
 - c) Advertisements:
 - To note the requests from new advertisers
 - To note renewals of advertisements and cancellations
 - To note requests for changes to existing advertisements
 - To note any outstanding payments
8. To confirm the programme for Spring 2020 Edition:

Meeting	18.02.20
To printer	06.03.20
From printer	20.03.20
Distributed by	25.03.20
9. Suggestions for future editions
10. To produce budget for 2020/2021
11. Parish Council Website
12. Facebook Page
13. Date of Next Meeting
14. Chairman's Closing Remarks

PRESS AND PUBLIC WELCOME.

Signed: _____ Clerk to the Council Date: 13th November 2019