



# Langton Matravers Parish Council

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## Instructions to Clerk on Content of Monthly Dubber Article.

The monthly Dubber report will normally be c.600 words maximum, to include contact details and opening hours for the Clerk and Parish Office, and a link to the Parish Website. It will also include planning decisions made at the most recent meeting, and brief updates from Footpath and National Trust reports.

The Clerk will write short paragraphs on other items of general interest to the Parish, based on the minutes from the previous meeting. The choice of items to be included will be directed by Councillors at this meeting, or be made at the discretion of the Clerk, with the aim of reporting as a priority agenda items where a clear outcome has been decided.

Accepted by Council at a meeting on 11<sup>th</sup> July 2013.

These instructions were formally approved by the Council at its meeting on 12<sup>th</sup> May 2016.

Reviewed without change 11<sup>th</sup> May 2017

Reviewed without change 10<sup>th</sup> May 2018

