



## DOWNEND & BROMLEY HEATH PARISH COUNCIL

Mrs Angela Hocking, Clerk to the Council,  
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You are hereby summoned to attend a meeting of Downend & Bromley Heath Parish Council in the Grace Room, Downend Baptist Church, Salisbury Road, Downend, Bristol BS16 5RA on Thursday 18 January 2018, 7pm, for the purpose of transacting business as prescribed in the Agenda below.

Items from the public, if notified to the Clerk of the Council by 12 noon on Wednesday 17 January 2018 will be heard. Any resident of the Parish can address the Council (for no more than 5 minutes) on one agenda item only, make a statement or present a petition. A restriction on the time made available for these items will be at the discretion of the Chair on referral to the Council Members.

Mrs Angela Hocking  
Clerk to the Council

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions:  
*Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

### Emergency Evacuation Procedure

**In the event of a fire alarm or other emergency, please exit the building via the nearest marked fire exit or safest evacuation route. Please meet at the designated assembly point outside the building.**

OPENING			
160.1	Welcome	Chair	5 minutes
160.2	Apologies	Clerk	
160.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC, POLICE & PRESENTATIONS			
160.4	Items from the Public	Chair/Public	As required
160.5	Items from the Police	Police	As required
MINUTES, URGENT ACTIONS & CO-OPTION			
160.6	Approve Minutes of Meeting held on 14 December 2017	Chair	5 minutes
160.7	Matters Arising and ongoing issues	Clerk	5 minutes
160.8	Urgent Actions	Clerk	As required
REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION			

160.9	<b>Finance and General Purposes</b> i. Payment of accounts ii. Spend to date against budgets and account balances iii. Spending in accordance with Business Plan iv. Recommendations from Committee meeting held on 4 January	Clerk	10 minutes
160.10	<b>Planning Committee</b> To note the Minutes of the meetings of 12 December and 9 January	Chair	5 minutes
160.11	<b>Working Group Reports</b> Councillors confirm acceptance of the working groups' reports:- <ul style="list-style-type: none"> <li>• Sports Pitches Working Group</li> <li>• Defibrillator Working Group</li> <li>• Business Plan Working Group / Community Infrastructure Levy Working Group</li> <li>• WW1 Beacons of Light Working Group</li> <li>• Emergency Planning Working Group</li> <li>• Hill House Park</li> <li>• Bromley Heath Park</li> <li>• Working Practices</li> </ul>	Chair Working Group Chair  Working Group Working Group Working Group Working Group Working Group	10 minutes
160.12	<b>Review Working Group Matters and New Issues</b>  <b>160.12.1</b> Councillors to decide if any matters need referring to working groups or objectives need changing - Grand Appeal Public Arts Trail <b>160.12.2</b> Councillors to consider any other matters to be added to working groups or to be monitored by the Clerk. <b>160.12.3</b> Review of Christmas lighting <b>160.12.4</b> To discuss publicity and format of Annual Assembly (see Minutes May 2017, 153.20)	Chair	10 minutes
160.13	<b>South Gloucestershire Council</b> Councillors to consider verbal reports from South Gloucestershire Councillors	South Glos. Councillors	5 minutes
<b>PROJECTS FOR INCLUSION IN BUSINESS PLAN</b>			
160.14	Opportunity for Councillors to verbally propose suggestions	Chair	5 minutes
<b>PROPOSALS</b>			
160.15	<ul style="list-style-type: none"> <li>i. To accept and approve proposals in relation to the Sports Pitches, as recommended by the Working Group</li> <li>ii. To approve a provisional specification for the pavilions at Badminton Road and Bromley Heath, and to pursue funding opportunities</li> <li>iii. To ratify all Council policy documents, Standing Orders and Financial Regulations, following a review of Council Governance</li> <li>iv. Proposal to approve nominations for Parish Champion Awards under the following categories:- <ul style="list-style-type: none"> <li>• Individuals</li> <li>• Business</li> <li>• Voluntary Groups</li> </ul> </li> </ul>	Chair  Chair	15 minutes
<b>OTHER MATTERS TO NOTE</b>			
160.16	Correspondence	Chair/Clerk	10 minutes
<b>COUNCILLORS' CONCERNS</b>			
160.17	Councillors' to raise any other businesses or urgent concerns	Full Council	5 minutes
<b>MEETING CLOSES</b>			