



## DOWNEND & BROMLEY HEATH PARISH COUNCIL

Mrs Angela Hocking, Clerk to the Council,  
Parish Office, Downend Library, Buckingham Gardens, Downend, Bristol BS16 5TW  
Tel No: 0117 9567001 / E-mail: [clerk@dbhparishcouncil.co.uk](mailto:clerk@dbhparishcouncil.co.uk) / [www.downendbromleyheath.org](http://www.downendbromleyheath.org)

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 15 February 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 14 February 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

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*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.*  
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### 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			
161.1	Welcome	Chair	5 minutes
161.2	Apologies	Clerk	
161.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC & POLICE			
161.4	Items from the Public	Chair/Public	As required
161.5	Items from the Police	Police	As required
MINUTES & URGENT ACTIONS			
161.6	Approve Minutes of Meeting held on 18 January 2018	Chair	5 minutes
161.7	Matters Arising and ongoing issues	Clerk	5 minutes

161.8	Urgent Actions	Clerk	As required
<b>REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION</b>			
161.9	<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 1 February	Clerk	10 minutes
161.10	<b>Planning Committee</b> To note the Minutes of the meetings of 25 January and 6 February	Chair	5 minutes
161.11	<b>Working Group Reports &amp; Proposals</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</li> <li>• WW1 Beacons of Light Working Group</li> <li>• Working Practices / Emergency Planning</li> <li>• Hill House Park</li> <li>• Bromley Heath Park</li> <li>• Gromit Working Group</li> <li>• ASB / Local Crime</li> </ul>	Chair Working Group Chair Working Group Working Group Working Group Working Group Working Group	10 minutes
161.12	<b>Review Working Group Matters and New Issues</b>  161.12.1 Councillors to decide if any matters need referring to working groups or objectives need changing  161.12.2 Councillors to consider any other matters to be added to working groups or to be monitored by the Clerk.  161.12.3 Update from Community Engagement Forum  161.12.4 Update from Town & Parishes Forum	Chair   Cllr Ben Burton  Clerk	10 minutes
161.13	<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>			
161.14	Opportunity for Councillors to verbally propose suggestions	Chair	5 minutes
<b>OTHER MATTERS TO NOTE</b>			
161.15	Correspondence	Chair/Clerk	5 minutes
<b>COUNCILLORS' CONCERNS</b>			
161.16	Councillors' to raise any other businesses or urgent concerns	Full Council	5 minutes
<b>PRESENTATION</b>			
161.17	Presentation on 'Planning Basics'	Cllr Jon Hunt	15 mins
<b>MEETING CLOSES</b>			

