



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 15 March 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 March 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			
162.1	Welcome	Chair	5 minutes
162.2	Apologies	Clerk	
162.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC, POLICE & PRESENTATIONS			
162.4	Items from the Public	Chair/Public	As required
162.5	Items from the Police	Police	As required
MINUTES & URGENT ACTIONS			
162.6	Approve Minutes of Meeting held on 15 February 2018	Chair	5 minutes
162.7	Matters Arising and ongoing issues	Clerk	5 minutes
162.8	Urgent Actions	Clerk	As required

REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION			
162.9	Finance and General Purposes 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 March	Clerk	10 minutes
162.10	Planning Committee To note the Minutes of the meetings of 20 February and 6 March	Chair	5 minutes
162.11	Working Group Reports & Proposals Councillors confirm acceptance of the working groups' reports:- <ul style="list-style-type: none"> • Sports Pitches Working Group • Defibrillator Working Group • WW1 Beacons of Light Working Group • Working Practices / Emergency Planning • Hill House Park • Bromley Heath Park • Gromit Working Group • ASB / Local Crime 	Chair Working Group Working Group Working Group Working Group Working Group Working Group	10 minutes
162.12	Review Working Group Matters and New Issues 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 Annual Assembly – arrangements / advertising / invitations / format of the evening	Chair	10 minutes
162.13	South Gloucestershire Council Councillors to consider verbal reports from South Gloucestershire Councillors	South Glos. Councillors	5 minutes
PROJECTS FOR INCLUSION IN BUSINESS PLAN			
162.14	Opportunity for Councillors to verbally propose suggestions	Chair	5 minutes
PROPOSALS			
162.15	In accordance with Finance & General Purposes Minutes (item 162.9):- 162.15.1 To approve insurance renewal on a 3-year agreement with Hiscox 161.15.2 To approve budgeting & financial breakdown linked to the Business Plan and use of Xero accounting software	Chair/Clerk	5 minutes
OTHER MATTERS TO NOTE			
162.16	Correspondence	Chair/Clerk	5 minutes
COUNCILLORS' CONCERNS			
162.17	Councillors' to raise any other businesses or urgent concerns	Full Council	5 minutes
MEETING CLOSSES			

Downend & Bromley Heath Parish Council has also been represented at:

- The Local Plan Consultation Workshop – Cllr Mike Baker