



## 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 at  
**BADMINTON ROAD METHODIST CHURCH,**  
**Badminton Road, Downend, Bristol BS16 6NU**  
**on Thursday 20 September 2018, 7pm.**

Items from the public, if notified to the Clerk of the Council by 12 noon on Wednesday 19 September 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			
167.1	Welcome	Chair	10 minutes
167.2	Apologies	Clerk	
167.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC, POLICE & PRESENTATIONS			
167.4	Items from the Public	Chair/Public	As required
167.5	Items from the Police	Police	As required
167.6	Presentation by Helen Buick and Children from Christ Church Junior Soup		
MINUTES & URGENT ACTIONS			
167.7	Approve Minutes of Meeting held on 19 July 2018	Chair	5 minutes

167.8	Matters Arising and ongoing issues	Clerk	5 minutes
167.9	Urgent Actions	Clerk	As required
<b>REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION</b>			
167.10	<b>Casual Vacancy – Bromley Heath West Ward</b>	Chair	5 minutes
167.11	<b>Finance and General Purposes</b> i. Payment of accounts ii. Account balances iii. Spending in accordance with Business Plan iv. Report from Internal Auditor v. Recommendations from Committee meeting held on 23 August	Clerk	10 minutes
167.12	<b>Planning Committee</b> To note the Minutes of the meetings of 24 July, 6 August, 21 August, 4 September and 18 September	Chair	5 minutes
167.13	<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>• WW1 Beacons of Light Working Group – Arrangements for Remembrance Sunday</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	10 minutes
167.14	<b>Review Working Group Matters and New Issues</b> i. Councillors to decide if any matters need referring to working groups or objectives need changing ii. Councillors to consider any other matters to be added to working groups or to be monitored by the Clerk	Chair	10 minutes
167.15	<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>			
167.16	Opportunity for Councillors to verbally propose suggestions	Chair	5 minutes
<b>PROPOSALS</b>			
167.17	i. Proposal re. Christmas motifs currently held in storage ii. Proposal to purchase a life size Tommie to mark the 100 year anniversary of the First World War iii. Proposal to consider the grant application process	Chair Cllr Jon Hunt  Chair	5 minutes
<b>OTHER MATTERS TO NOTE</b>			
167.18	Correspondence <ul style="list-style-type: none"> <li>• Have your say on updating the Equalities Plan</li> </ul>	Chair/Clerk	5 minutes
<b>COUNCILLORS CONCERNS</b>			
167.19	Councillors to raise any other businesses or urgent concerns	Full Council	5 minutes
<b>MEETING CLOSES</b>			