



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 18 October 2018, 7pm.

Items from the public, if notified to the Clerk of the Council by 12 noon on Wednesday 17 October 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 | | | |
|--------------------------------|---|--------------|-------------|
| 168.1 | Welcome | Chair | As required |
| 168.2 | Apologies | Clerk | |
| 168.3 | Declaration of Interests under The Localism Act 2011 | Chair | |
| PUBLIC, POLICE & PRESENTATIONS | | | |
| 168.4 | Joint Meeting of the Parish Council & Local Neighbourhood Watch Groups | Chair | 30 minutes |
| 168.5 | Items from the Public | Chair/Public | As required |
| 168.6 | Presentation by John Lockwood, Chair of Downend Men in Sheds, re: World War 1 Beacon of Light event | Chair | 10 minutes |

| MINUTES & URGENT ACTIONS | | | |
|--|--|----------------------------|-------------|
| 168.7 | Approve Minutes of Meeting held on 20 September 2018 | Chair | 5 minutes |
| 168.8 | Matters Arising and ongoing issues | Clerk | 5 minutes |
| 168.9 | Urgent Actions | Clerk | As required |
| REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION | | | |
| 168.10 | Finance and General Purposes i. Payment of accounts ii. Account balances iii. Spending in accordance with Business Plan iv. Report from External Auditor v. Recommendations from Committee meeting held on 4 October | Clerk | 10 minutes |
| 168.11 | Planning Committee To note the Minutes of the meetings of 2 and 16 October | Chair | 5 minutes |
| 168.12 | Working Group Reports & Proposals Councillors confirm acceptance of the working groups' reports:- <ul style="list-style-type: none"> • Gromit Working Group • Sports Pitches Working Group • Defibrillator Working Group • Working Practices / Emergency Planning • Hill House Park • Bromley Heath Park • ASB / Local Crime | Chair | 10 minutes |
| 168.13 | Review Working Group Matters and New Issues 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 |
| 168.14 | South Gloucestershire Council Councillors to consider verbal reports from South Gloucestershire Councillors | South Glos. Councillors | 5 minutes |
| PROJECTS FOR INCLUSION IN BUSINESS PLAN | | | |
| 168.15 | Opportunity for Councillors to verbally propose suggestions | Chair | 5 minutes |
| PROPOSALS | | | |
| 168.16 | Proposal to adopt Staff Review Form as a basis for future staff appraisals | Chair | 5 minutes |
| OTHER MATTERS TO NOTE | | | |
| 168.17 168.18 | Remembrance Sunday – arrangements for wreath laying ceremony Correspondence | Chair/Clerk | 5 minutes |
| COUNCILLORS CONCERNS | | | |
| 168.19 | Councillors to raise any other businesses or urgent concerns | Full Council | 5 minutes |
| MEETING CLOSES | | | |

