



DOWNEND & BROMLEY HEATH PARISH COUNCIL

Mrs Angela Hocking, Clerk to the Council,
Parish Office, Downend Library, Buckingham Gardens, Downend, Bristol BS16 5TW
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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 13 December 2018, 7pm, in the Prayer Chapel

Items from the public, if notified to the Clerk of the Council by 12 noon on Wednesday 12 December 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			
170.1	Welcome	Chair	As required
170.2	Apologies	Clerk	
170.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC & POLICE			
170.4	Items from the Public	Chair	30 minutes
170.5	Items from the Police	Chair/Public	As required
MINUTES & URGENT ACTIONS			
170.6	Approve Minutes of Meeting held on 15 November 2018	Chair	5 minutes
170.7	Matters Arising and ongoing issues	Clerk	5 minutes

170.8	Urgent Actions	Clerk	As required
REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION			
170.9	Finance and General Purposes i. Payment of accounts ii. Account balances iii. Spending in accordance with Business Plan iv. Internal Auditor's report v. Recommendations from Committee meeting held on 29 November	Clerk	10 minutes
170.10	Planning Committee To note the Minutes of the meetings of 27 November & 11 December	Chair	5 minutes
170.11	Working Group Reports & Proposals Councillors confirm acceptance of the working groups' reports:- • Sports Pitches Working Group • Defibrillator Working Group • Working Practices / Emergency Planning • Hill House Park • Bromley Heath Park	Chair	10 minutes
170.12	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	5 minutes
170.13	South Gloucestershire Council Councillors to consider verbal reports from South Gloucestershire Councillors	South Glos. Councillors	5 minutes
PROJECTS FOR INCLUSION IN BUSINESS PLAN			
170.14	Opportunity for Councillors to verbally propose suggestions	Chair	5 minutes
PROPOSALS			
170.15	To approve the budgets and precept for 2019-2020, as recommended by the Finance & General Purposes Committee	Chair	10 minutes
170.16	To agree a schedule of meetings for 2019, including date of the Annual Assembly. (Please also give some thought to the nomination of Parish Champions, for members consideration)		
OTHER MATTERS TO NOTE			
170.17	Correspondence	Chair/Clerk	5 minutes
COUNCILLORS CONCERNS			
170.18	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:-

- 'Doing More together' event by South Gloucestershire Council – Angela Hocking, Clerk
- South West of England Regional Training Seminar by Society of Local Council Clerks (SLCC) – A Hocking, Clerk
- VAT for Local Councils, by the Avon Local Councils Association (ALCA) – Angela Hocking, Clerk
- Being a Good Councillor by ALCA – Cllr Mike Baker