



## 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 19 September 2019, 7pm**

Items from the public, if notified to the Clerk of the Council by 12 noon on Wednesday 18 September 2019 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			
177.1	Welcome	Chair	As required
177.2	Apologies	Clerk	
177.3	Declaration of Interests under The Localism Act 2011	Chair	
PUBLIC & POLICE			
177.4	Items from the Public	Chair/Public	As required
177.5	Items from the Police	Chair/Police	As required

<b>MINUTES &amp; URGENT ACTIONS</b>			
177.6	Approve Minutes of Meeting held on 18 July 2019	Chair	5 minutes
177.7	Matters Arising and ongoing issues	Clerk	5 minutes
177.8	Urgent Actions	Clerk	As required
<b>REPORTS FROM COMMITTEES AND WORKING GROUPS / MATTERS FOR DISCUSSION</b>			
177.9	<b>Finance and General Purposes</b> i. Payment of accounts ii. Account balances iii. External Audit report iv. Recommendations from Committee meeting held on 30 August	Clerk	5 minutes
177.10	<b>Planning Committee</b> i. To note the Minutes of the meetings of 30 July; 13 & 27 August; 10 September ii. Planning Training by ALCA	Chair	5 minutes
177.11	<b>Working Group Reports &amp; Proposals</b> Councillors confirm acceptance of any working groups' reports: i. Sport Pitches Working Group ii. Co-op Car Park Consultation iii. Christmas singalong	Chair	5 minutes
177.12	<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  Chair	5 minutes
177.13	<b>South Gloucestershire Council</b> Councillors to consider verbal reports from South Gloucestershire Councillors	South Gos. Councillors	5 minutes
<b>PROPOSALS</b>			
177.14	Business Rates: As recommended by Finance & General Purposes Committee, to discuss the way forward in relation to recovery of Business Rates at the Pavilions	Chair / Clerk	10 minutes
177.15	Bromley Heath Pavilion: Proposal to approve setting up of a sub group to address the refurbishment of the Bromley Heath Pavilion	Cllr Sheila Ottewell	
<b>OTHER MATTERS TO NOTE</b>			
177.16	Remembrance Sunday	Chair/Clerk	10 minutes
177.17	Report back from Community Engagement Forum		
177.18	Correspondence		
<b>COUNCILLORS CONCERNS</b>			
177.19	Councillors to raise any other businesses or urgent concerns	Full Council	5 minutes
<b>MEETING CLOSES</b>			

D&BH PC has been represented at:-

- Avon & Somerset Police Cyber Crime briefing, Bradley Stoke – Cllr Abbott and Cllr Biggin
- Website Accessibility training - Clerk