



AGENDA OF CHARLTON HAYES PARISH COUNCIL HELD AT AEROSPACE BRISTOL, HAYES WAY, BRISTOL, BS34 5BZ ON 16 JULY 2024 AT 7PM

Andrew Davies

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PARISH CLERK

E: clerk@charltonhayesparishcouncil.gov.uk

The Chairman will begin the formal business of the Council which is open to the Public to attend; during the meeting there is an opportunity for Members of the Public to speak - please see item 05.

Visit the website to view all supporting papers for the agenda below. CONFIDENTIAL papers are only sent to elected members and are not available online. All documents are PDF (or equivalent) and can be downloaded to a suitable device.

A G E N D A

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given [LGA 1972 s85\(1\)](#). In addition to the risk assessment that the Council has carried out for face-to-face meetings, any Councillor or Staff who do not feel safe attending a meeting, due to medical grounds or risk to immediate family members, will not be required to attend and absence will be authorised – this policy to be reviewed at every meeting based on the latest Government guidance and case numbers.

02. DECLARATIONS OF INTEREST

Members to declare any interests they may have in agenda items that accord with the requirements of the [Local Authorities \(Model Code of Conduct\) Order 2007 SI No.1159](#). (NB this does not preclude any later declarations).

02.01. To receive declarations of interest from Councillors on items on the agenda.

02.02. To receive written requests for dispensations for disclosable pecuniary interests (if any).

02.03. To grant any requests for dispensation as appropriate.

03. EXCLUSION OF THE PRESS AND PUBLIC

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the [Public Bodies \(Admission to Meetings\) Act \(as amended\) 1960](#).

04. CHAIR'S ANNOUNCEMENTS

05. PUBLIC QUESTION TIME

Public speaking time is normally restricted to 15 minutes in total (up to 3 minutes per speaker) at the discretion of the Chairman. The Chairman will call from those who are indicating to speak; written questions can also be received in advance of the meeting (by email or letter to the Chairman or Parish Clerk). As issues raised in the public session may not relate to items on the agenda, no resolution for action can be taken. Members of the Public who would like to speak but who are not able to attend are encouraged to email clerk@charltonhayesparishcouncil.gov.uk and register their request.

06. LOCAL AUTHORITY REPORTS

To receive reports in person or in writing from South Gloucestershire Council Councillors. Time for reports is limited to 10 minutes.

07. MINUTES OF CHARLTON HAYES PARISH ON TUESDAY 18th June 2024

To confirm and sign as correct record the minutes of the Council held on 18th June 2024.

08. ACCOUNTS FOR PAYMENT

To review and approve a schedule of items of expenditure and issuing of payment (ANNEX A) LGA 1972 s150 (5). An appointed Member at the meeting to verify all bank reconciliations produced by the RFO.

09. AUDIT

Deputy clerk to update on the audit process & discuss remaining

10. CHARLTON HAYES BOOKLET

Cllrs to discuss information and distribution of Charlton Hayes Annual Booklet.

11. CHRISTMAS EVENT & LIGHTS

To review Christmas Lights package for 2024 (ANNEX B).

12. GRANT REQUESTS

- Aerospace £1,000 (ANNEX C1)
- Citizen Advice £500 (ANNEX C2)
- FACE £800 per community engagement (ANNEX C3)

13. NEIGHBORHOOD WATCH

Cllr Cialfi to update and give a progress report.

14. BLEED KITS

Cllr Groenwald to update and give a progress report.

15. MANAGEMENT COMPANY UPDATE

Cllr's to discuss Management Company.

16. ROAD SAFETY

Cllr's to discuss ongoing concerns on Charlton Blvd. Improving road safety within Charlton Hayes.

17. WEBSITE

Website working group to update full council on recommendation and quotes.

18. PARKING ENFORCEMENT

Cllr Cialfi to discuss parking enforcement within Northfield Park & Charlton Hayes.

19. CHARLTON HAYES 10K/5K

Charlton Hayes 10K/5K will take place on the 15th September 2024 (10:00am for 10K/ 10:30am for 5K).

20. TRAVELLER LIASION

Cllr Cialfi to discuss traveller's engagement.

21. DATE OF NEXT PARISH MEETING

Tuesday 17th September 2024 at Lovell Care Home, Sparrowbill Way, Patchway, BS34 5AU at 7PM.

22. EXCLUSION OF THE PRESS AND PUBLIC