

# THE DOWNS COMMITTEE

Clifton and Durdham Downs (Bristol) Act 1861

To : Members of the  
Downs Committee

Reply to Ruth Quantock  
Telephone (0117) 922 2828  
Textbox (0117) 357 4444  
Fax (0117) 922 2146  
E-mail ruth.quantock@bristol.gov.uk  
Date 18<sup>th</sup> January 2012

## **The Lord Mayor and 6 City Councillors**

The Rt. Hon. The Lord Mayor (Peter Main)  
Glenise Morgan (LD) Barbara Janke (LD)  
Christopher Davies (LD) Brenda Hugill (L)  
John Goulandris (C) Mahmudur Khan (L)

## **The Master and 6 Merchant Venturers**

Peter Rilett (Master) Andrew Densham  
Francis Greenacre Sir James Tidmarsh  
Anthony Brown Tom Hood  
Chris Booy

Dear Member,

You are invited to attend a meeting of the **Downs Committee** to be held at 4.30 pm **on Monday 28<sup>th</sup> January 2013 at City Hall (formerly The Council House), College Green, Bristol, BS1 5TR.**

The agenda for the meeting is set out overleaf and the supporting documents are attached. I trust it will be convenient for you to attend.

Yours sincerely,



Ruth Quantock  
**Democratic Services Officer**

### Corporate Services

Democratic Services Team  
Room 220, City Hall, College  
Green, Bristol BS1 5TR

Ian Pagan  
Service Manager,  
Democratic Services

Website  
[www.bristol.gov.uk](http://www.bristol.gov.uk)

## **PUBLIC INFORMATION SHEET**

The attention of the public is drawn to the sheet at the back of the agenda giving information on the emergency evacuation procedures, attending meetings and inspecting reports and background papers.

# **A G E N D A**

## **1. APOLOGIES FOR ABSENCE AND INTRODUCTIONS**

## **2. MINUTES OF THE MEETING HELD ON 19<sup>th</sup> NOVEMBER 2012**

- to be confirmed as a correct record.

## **3. PUBLIC FORUM**

- to consider items of public forum sent to the Downs Committee. Interested parties can submit a written statement of approximately one side of A4 to the Downs Committee by sending it to the Democratic Services Officer no later than 12.00 noon on Friday 25<sup>th</sup> January 2013 on the contact information below.

## **4. LADIES MILE - BRISTOL ZOO CAR PARK**

- renewal of the seasonal licence for the zoo car park

## **5. REPORT OF THE DOWNS RANGER**

- to update the Committee on works and developments carried out since the last meeting.

## **6. ANNUAL REVIEW OF DOWNS AND AVON GORGE MANAGEMENT PLAN**

- to note the Plan

## **7. DELEGATED AND UPCOMING EVENTS PROPOSED ON THE DOWNS**

- to note the events and filming that have taken place between Committee meetings under Delegated Powers

- to note proposed future events between Committee meetings

## **8. AVON GORGE AND DOWNS WILDLIFE PROJECT ANNUAL REVIEW**

- to note

## **9. FINANCE UPDATE**

- to note

## **INFORMATION ITEMS**

## **10. UPDATE FROM FRIENDS OF DOWNS AND AVON GORGE**

- to note

## **11. DATE OF NEXT MEETING**

The next meeting is 22<sup>nd</sup> April 2013 at 4.30 pm at City Hall, College Green, Bristol, BS4 5TR

**Ruth Quantock, Democratic Services Officer**

Email: [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk)

phone: 0117 92 22828

fax: 0117 92 22146

# Public Information Sheet

## Emergency Evacuation Procedure

- (i) In the event of a **fire** you will hear a **continuous alarm**.
- (ii) **Do not panic** - members, officers and the public should leave the building promptly and in a quiet and orderly fashion using the nearest available escape routes and assemble **behind the Central Library** beyond the Norman Archway.  
**Lifts must not be used under any circumstances.**

Please note: alarms are tested every Monday at 9.30am (for approx. 30 seconds). These arrangements apply to meetings held in the City Hall, College Green. Where the meeting is held elsewhere, local arrangements will apply.

## Public Access Information

Please contact the Democratic Services Officer named on the agenda if you require further information regarding the following:

### Attendance at meetings - Local Government (Access to Information) Act 1985

Committee meetings are open to the public and a limited amount of seating is available in each meeting room. You may however be asked to leave the meeting if any "exempt" (private) business is considered. This will normally be shown on the agenda.

### Inspection of Papers - Local Government (Access to Information) Act 1985

If you wish to inspect the minutes or reports (other than those which are exempt) relating to any item on this agenda please contact either the Democratic Services Officer (phone number at the top of the agenda sheet) or the Modern Records Office (tel: 0117 9222376). The background papers listed in a report may also be inspected. Please notify the Democratic Services Officer if you wish to see these. He/she will arrange with the report author for papers to be made available to you at a mutually convenient time.

We can also arrange for copies of individual reports or minutes to be supplied to you or for an annual subscription to the papers for any meeting. A charge will be made for this service. Alternatively, all meeting information may be inspected on the council's internet website at: [www.bristol.gov.uk](http://www.bristol.gov.uk)

## Other formats and languages and assistance for those with hearing impairment

Committee papers can be provided in other formats (e.g. large print, audio tape, braille etc) or in community languages, upon request. Please contact the Democratic Services Officer if you would like such papers giving as much notice as possible. It should be noted that re-formatting or translation of papers before the date of a particular meeting cannot be guaranteed.

Committee rooms in the City Hall are fitted with infra-red induction loops to assist people with hearing impairment. These can be used with either a neck loop (for hearing aid users) or with a handset. The Democratic Services Officer will be able to provide you with these. Hearing aid users need to switch the hearing aid to the "T" position.

## Public Forum

Members of the public may submit a **statement** provided that it is arrives with the Democratic Services Officer no later than **12.00 noon on the working day before the meeting starts**. If the meeting is on a Monday then your submission will need to be with us by 12.00 noon latest on the preceding Friday.

The Chair of the meeting has discretion to consider statements in an appropriate order (ie not necessarily in order of receipt). The meeting may enter a dialogue with members of the public **during the public forum** if appropriate.

**Please note that** by participating in public forum business, it will be assumed that your consent is given to the recording in the minutes of the meeting of your name and the details of your submission. A copy of your full written submission will also be included with the agenda papers for the meeting which are placed in the official minute book (the public record) and will also be included on the Council's web site with the other documents for the meeting concerned.

As minutes of the meeting are normally published on the Council's website in 5 clear working days, it is not our normal practice to write to individuals afterwards. However, if you would like to receive an official response as to what happened to your submission at the meeting, please advise the Democratic Services Officer named on the agenda, and ensure that they have your full address or e-mail details. We will then contact you within 7 working days. Alternatively you may phone them (see contact number on front of agenda) to confirm the outcome.

## **Register of Interests**

To ensure an accountable, open and transparent local democracy, a Register of Interests for Councillors, Co-optees and Advisers is available for public inspection. Please contact the Democratic Services Officer named on the agenda if you wish to view the Register.