

**TO: MEMBERS OF THE  
PUBLIC RIGHTS OF WAY  
AND GREENS COMMITTEE**

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Date: 19<sup>th</sup> October 2007

Councillor Chris Jackson (L)  
Councillor Noreen Daniels (L)  
Councillor Colin Smith (L)  
Councillor Kevin Quartley (C)  
Councillor Dennis Brown (LD)  
Councillor Christopher Davies (LD)  
Councillor Muriel Cole (LD)

(L = Labour, LD = Liberal Democrat, C = Conservative)

Dear Councillor

**Public Rights of Way and Greens Committee – Monday 29<sup>th</sup> October 2007**

You are invited to attend a meeting of the aforementioned committee, which is to be held at **2pm on Monday 29<sup>th</sup> October 2007** in a committee room at the Council House, College Green, Bristol, BS1 5TR.

The agenda for the meeting is set out overleaf and the supporting documents are attached. If I can be of further assistance please don't hesitate to get in touch.

Yours sincerely

Lucy Fleming  
Assistant Democratic Services Officer

## **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 SUBSTITUTIONS**

#### **2. DECLARATIONS OF INTEREST**

#### **3. MINUTES - PUBLIC RIGHTS OF WAY AND GREENS COMMITTEE - 23<sup>RD</sup> JULY 2007.**

- To be confirmed as a correct record.

#### **4. PUBLIC PARTICIPATION - STATEMENTS AND PETITIONS**

Deadline for receipt: 12.00 noon on Friday 26<sup>th</sup> October 2007.

#### **5. APPLICATION FOR REGISTRATION OF LAND AT SOUTH PURDOWN LOCKLEAZE AS A TOWN OR VILLAGE GREEN UNDER THE COMMONS REGISTRATION ACT 1965 AS AMENDED BY THE COUNTRYSIDE AND RIGHTS OF WAY ACT 2000**

- to determine an application for the registration of land at South Purdown, Lockleaze as a town or village green.

(Report of the Head of Legal Services)

#### **6. UPDATE REPORT - RIGHTS OF WAY**

- to note the report for information on the present position with regard to Wildlife and Countryside Act applications; town or village green applications; public inquiries; and miscellaneous rights of way orders, agreements and legal proceedings.

(Joint report of the Director of Planning, Transport and Sustainable Development and the Director of Central Support Services (Head of Legal Services))

#### **7. INTERACTION WITH THE PROW LIAISON GROUP**

- to discuss the Committee's interaction with the Public Rights of Way

Liaison Group.

## **8. URGENT BUSINESS**

- Any item of business which the Chair is of the opinion should be considered at the meeting as a matter of urgency by reason of special circumstances (to be specified) under Section 100B(4)(b) of the Local Government (Access to Information) Act 1985.

## **9. DATE OF THE NEXT MEETING**

- The next meeting will be at 2pm on Monday 14<sup>th</sup> January 2008.

## Public Information Sheet

### Public Rights of Way and Greens Committee

#### Emergency Evacuation Procedure

(i) In the event of a **fire** you will hear a **continuous alarm**.  
in the event of a **bomb alert** the alarm will sound in **repeated short bursts**.

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

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

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

All Public Rights of Way and Greens Committee meetings are open to the public and a limited amount of seating is available in each committee room. You may however be asked to leave the meeting when the committee considers any “exempt” (confidential) business shown on the agenda.

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

If you wish to inspect minutes or reports (other than exempt reports) relating to any item on this agenda please contact either the Democratic Support Officer or the Modern Records Office (tel: 0117 9222376). The background papers listed in a report may also be inspected. Please notify the Democratic Support 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.

## Other Formats and Languages

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 Support Officer if you would like such papers giving as much notice as possible. It should be noted that re-formatting or translation of committee reports before the date of a particular meeting cannot be guaranteed.

## Public Forum

If you are a resident in Bristol you can make a **statement** (which can include presenting a **petition**) to the Public Rights of Way and Greens Committee provided that:-

- (i) you give written notice to us, including a copy of the statement or the front page of the petition, no later than **12.00 noon on the working day before the meeting** and
- (ii) the statement or petition concerns a matter which is the responsibility of the committee at which you intend to present it.

Statements received by a committee will be noted and, if they do not relate to an item on the agenda for the meeting at which they are presented, they may be the subject of a report by officers to the next meeting of the committee. Statements which relate to items which are on the agenda for the meeting at which they are made will be taken into account by the committee when it considers the item concerned.

The committee chair will have discretion to allow statements from members of the public who are not residents of Bristol if they have a business address in the city or can demonstrate some other interest in an agenda item.

### **Process during and after the meeting :**

Public forum items are normally the first substantive item of business on the agenda and are usually taken in the order in which they have been received. The Chair will call each submission in turn. When invited to speak, if making a statement you should ensure that your presentation is short and concise and focuses on the key issues that you would like members to consider. This will have the greatest impact - please try to avoid reading out a lengthy text from a piece of paper.

Remember that your time allocation may have to be strictly limited if there are a lot of submissions before the meeting.

You do not have to speak or even attend the meeting at which your public forum submission is being taken. However, you should be aware if you do not present it, then it will **not be read out** unless the Chair specifically asks for this to happen. It will nevertheless be noted by members.

As most people who participate in public forum remain present for the debate on the agenda item in which they are interested, and because 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 Support 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 Support Officer named on the agenda if you wish to view the Register.