

# Agenda



Listening Learning Leading

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## **A MEETING OF THE**

## **Licensing Acts Committee**

### **WILL BE HELD ON**

**THURSDAY 24 MAY 2007 AT 10.00AM**

**COMMITTEE ROOM 4, COUNCIL OFFICES, CROWMARSH  
GIFFORD**

### **Members of the Committee:**

G Andrews  
C Daukes  
P Dawe  
L Elias  
J Flood

M Leonard  
A Midwinter  
R Myer  
M Newland  
J Nowell-Smith

N Odd  
A Paterson  
P Slatter  
P Tomlinson  
D Turner

### **1. Apologies**

### **2. Election of Chairman for the 2007/08 municipal year**

### **3. Election of Vice- Chairmen for the 2007/08 municipal year.**

The Committee is asked to decide to appoint one, two or three vice-chairmen.

The Committee is asked to appoint councillors to the agreed number of posts.

#### **4. Appointment of licensing panels for the 2007/08 to 2010/11 municipal years.**

The Committee is asked to:

- appoint licensing sub-committees comprising any three members of the Licensing Acts Committee;
- agree that the sub-committees be known as licensing panels;
- appoint each member of the Licensing Acts Committee to serve on any licensing panel which is convened so as to include her or him in its membership;
- authorise each licensing panel to discharge all functions relating to matters set out in the terms of reference in the appendix to the agenda;
- agree that wherever possible applications should be heard by a licensing panel comprising the Chairman or a Vice-Chairman of the committee plus two other members of the Committee, but that this should not affect the principle that any three members of the Committee will constitute a properly appointed licensing panel;
- agree that a fourth member should be on standby for each hearing in case one of the three members cannot take part in a hearing for any reason;
- authorise the Head of Legal and Democratic Services to invite an appropriate licensing panel to conduct a scheduled hearing having regard to members' availability and eligibility to take part and ensuring that as far as possible all members of the committee have the opportunity to conduct hearings.

#### **5. Minutes, 23 February 2007**

The minutes are attached.

The Committee is asked to approve these as a correct record of the meeting.

MARGARET REED  
Head of Legal and Democratic Services

## Appendix

### Terms of reference of sub-committees (Licensing Panels)

<b>Matter to be dealt with</b>	<b>Circumstances in which sub-committee will determine case</b>
Application for Personal Licence	Police objection (See Note 1)
Application for Personal Licence with unspent convictions	All cases
Application for Premises Licence/Club Premises Certificate	Valid Representation (See Note 2)
Application for provisional statement	Valid Representation (See Note 2)
Application to vary Premises Licence/Club Premises Certificate	Valid Representation (See Note 2)
Application to vary Designated Premises Supervisor	Police objection (See Note 1)
Application for transfer of Premises Licence	Police objection (See Note 1)
Applications for interim authorities	Police objection (See Note 1)
Application to review Premises Licence/Club Premises Certificate	All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application	All cases
Determination of a Police Representation to a Temporary Event Notice.	All cases

Note 1 - "Police objection" = If a Police objection has been made and not withdrawn.

Note 2 – "Valid Representation" = If a Representation has been determined by a delegated officer as a relevant Representation from an Interested Party or a Representation has been made by a Responsible Authority and at least one of those Representations is not withdrawn (with the agreement of all parties that a hearing is not necessary).