

Agenda



Listening Learning Leading

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A MEETING OF THE

Licensing Acts Committee

**WILL BE HELD ON THURSDAY 18 MAY 2017 ON THE RISING OF THE
PRECEDING ANNUAL MEETING OF COUNCIL**

**THE FOUNTAIN CONFERENCE CENTRE, HOWBERY PARK,
CROWMARSH GIFFORD**

Members of the Committee:

To be confirmed at the annual meeting of Council on 18 May 2017

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1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 4 - 5)

To adopt and sign as a correct record the Licensing Acts Committee minutes of the meeting held on 12 May 2016 (attached).

3 Declaration of interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

4 Urgent business and chairman's announcements

To receive notification of any matters which the chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chairman.

5 Public participation

To receive any questions or statements from members of the public that have registered to speak.

6 Appointment of licensing panels

Purpose: to agree the appointment of licensing sub-committees to consider matters under the Licensing Act 2003 and Gambling Act 2005.

Recommendation: to:

- appoint licensing sub-committees comprising any three members of the Licensing Acts Committee;
- appoint each member of the Licensing Acts Committee to serve on any sub-committee which is convened so as to include her or him in its membership subject to her or him having attended appropriate training in the last 12 months;
- agree that the sub-committees be known as licensing panels;
- authorise each licensing panel to discharge all functions under the Licensing Act 2003 and Gambling Act 2005 including determining and dealing with applications for licences, certificates, temporary events and other notices and all variations, transfers, withdrawals and reviews of such matters;

- 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;
- 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.

MARGARET REED

Head of Legal and Democratic Services