

Minutes

OF A MEETING OF THE



Listening Learning Leading

Licensing Acts Committee

HELD ON THURSDAY 19 MAY 2022 ON THE RISING OF THE PRECEDING ANNUAL MEETING OF COUNCIL

135 EASTERN AVENUE, MILTON PARK, MILTON, ABINGDON OX14 4SB

Present:

Victoria Haval (Chair)

Kellie Hinton, Peter Dragonetti, Elizabeth Gillespie, Lorraine Hillier, Axel Macdonald, Leigh Rawlins, Jo Robb, Anne-Marie Simpson and Andrea Warren

Apologies:

David Bretherton and Ian Snowdon tendered apologies.

Officers: Patrick Arran, Head of Legal & Democratic and Monitoring Officer, Steven Corrigan, Democratic Services Manager, and Adrianna Partridge, Deputy Chief Executive – Transformation and Operations

1 Minutes

RESOLVED: to approve the minutes of the meeting held on 21 October 2021 as a correct record and agree that the chair signs them as such.

2 Declaration of interest

None.

3 Urgent business and chair's announcements

None.

4 Public participation

None.

5 Appointment of licensing panels

The committee considered a proposal to appoint licensing sub-committees to consider matters under the Licensing Act 2003 and Gambling Act 2005.

RESOLVED 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 chair or vice-chair 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 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.

The meeting closed at 7.32pm

Chair

Date