



Minutes of meeting of the LICENSING COMMITTEE held on THURSDAY 25 MARCH 2021 at 6.30 pm

Present: Councillor Legg (Chair)
Councillors Baines, Bowyer, Brackenbury, Carr (substitute for Councillor Alexander), Cryer-Whitehead, Exon, Lancaster, Marlow (Vice-Chair), Miles, Minns, Nazir, Trendall and Wallis

Officers: N Allen (Head of Regulatory Services), J Sloan (Senior Licensing Officer) M Tiley (Solicitor - Litigation) and J Crighton (Committee Manager)

Apology: Councillor Alexander

LC06 DECLARATIONS OF INTEREST

None received.

LC07 MINUTES

RESOLVED -

That the Minutes of the meeting of the Licensing Committee held on 28 October 2020, together with the meetings of the Licensing Sub-Committees held on 19 October 2020, 26 November 2020 (6.00 pm), 26 November 2020 (7.30 pm), 7 December 2020, 5 January 2021 (6.30 pm), 5 January 2021 (7.30 pm) and 11 January 2021, be approved and signed by the Chair as correct records.

LC08 REVIEW OF PROCEDURE OF NOTIFYING RESIDENTS OF LICENSING APPLICATIONS

The Committee considered the outcome of the review of the procedure for notifying residents of licensing applications.

The Committee noted that, at its meeting held on 11 September 2019 (Minute LC07 refers), it had requested licensing officers to explore options, when it came to notifying residents of licensing applications, which did not disenfranchise any resident of the Borough.

It was reported that, under the Licensing Act 2003, the Council was required to notify residents and businesses within 50 metres of a premises subject to a substantive application; and that licensing officers also notified Ward Councillors and Parish / Town Councils of any applications within their area.

The Committee noted that the overall cost of the process to the Council was over £5,000 per year, that the majority of letters were returned marked 'Returned to Sender' and the number of responses received from residents was small.

It was noted that a considerable number of residents, who had previously received notification of a premises subject to a substantive application, had been given the opportunity to participate in a consultation exercise which ran from 31 January to 31 December 2020, the aim of which was to ascertain if recipients found the letters informative. Of the 1,002 letters sent out 34 responses had been received, which was an overall return of 3%.

It was further noted that, of the 34 responses received:

- (a) 32 respondents had indicated they wished to be made aware of applications;
- (b) 31 respondents found one or more of the alternative proposals acceptable;
- (c) 20 respondents would be happy not to receive a notification should a suitable environmentally friendly alternative not be available; and
- (d) one respondent wished to receive a letter despite the environmental impact and did not consider any of the alternative proposals suitable.

The Committee expressed concern that not all residents would have access to digital technology; was of the view that 50 metres was too small an area for notifications; and that Town and Parish Councils should be requested to post notifications on their noticeboards.

RESOLVED -

That the Licensing Team continue to send letters to all properties within 50 metres of a substantive application.

LC09

LICENSING AND REGULATORY COMMITTEES ANNUAL REPORT 2020/21

The Committee considered the Committee's Annual Report 2020/21.

RESOLVED -

That the Annual Report 2020/21 be noted and presented to Full Council at its meeting on 16 June 2021.

LC10

EXCLUSION OF PUBLIC AND PRESS

The Committee considered excluding the public and press representatives from the meeting by virtue of Paragraph 2 (Information like to Reveal the Identity of an Individual) of Part I of

Schedule 12A of the Local Government Act 1972, in order that the meeting consider the exempt Minutes of the Licensing Sub-Committee held on 7 December 2020.

RESOLVED -

That the public and press representatives be excluded from the meeting by virtue of Paragraph 2 (Information like to Reveal the Identity of an Individual) of Part I of Schedule 12A of the Local Government Act 1972, in order that the Committee consider the exempt Minutes of the Licensing Sub-Committee held on 7 December 2020.

LC11

EXEMPT MINUTES

RESOLVED -

That the exempt Minutes of the Licensing Sub-Committee held on 7 December 2020 be approved and signed by the Chair as a correct record.

THE CHAIR CLOSED THE MEETING AT 7.11 PM