



AGENDA

- Committee - **COMMITTEE OF THE LICENSING AUTHORITY**
- Date & Time - **WEDNESDAY, 22ND MARCH, 2017 AT 10.05 AM**
- Venue - **NORFOLK ROOM, THE CONFERENCE SUITE, ELIZABETH HOUSE, DEREHAM**

Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.

Membership

Councillor M. Chapman-Allen (Chairman)
Mr K. Martin (Vice-Chairman)
Mr S. Askew
Mrs E. J. Bishop
Councillor C. Bowes
Mr R. F. W. Brame
Mr P. R. W. Darby
Mr R.W. Duffield

Mr K.S. Gilbert
Mrs J. Hollis
Mrs K. Millbank
Mrs L.H. Monument
Mr T. F. C Monument
Mr W. R. J. Richmond
Mr F.J. Sharpe

PERSONS ATTENDING THE MEETING ARE REQUESTED TO TURN OFF MOBILE TELEPHONES

Democratic Services
Elizabeth House, Walpole Loke,
Dereham Norfolk, NR19 1EE

Date: Monday, 13 March 2017

	<u>Page(s)</u> <u>herewith</u>
<p>1. <u>MINUTES</u> To confirm the Minutes of the meeting held on 11 January 2017.</p>	4 - 5
<p>2. <u>APOLOGIES</u> To receive apologies for absence.</p>	
<p>3. <u>URGENT BUSINESS</u> To note whether the Chairman proposes to accept any item as urgent business, pursuant to Section 100(B)(4)(b) of the Local Government Act, 1972.</p>	
<p>4. <u>DECLARATION OF INTEREST</u> The duties to register, disclose and not to participate for the entire consideration of the matter, in respect of any matter in which a Member has a disclosable pecuniary interest are set out in Chapter 7 of the Localism Act 2011. Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council.</p>	
<p>5. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u> To note the names of any non-members who wish to address the meeting.</p>	
<p>6. <u>NORFOLK TRADING STANDARDS</u> Verbal report by Vicky Conlon.</p>	
<p>7. <u>FEEDBACK AND DISCUSSION ON RECENT PANEL MEETINGS</u> Verbal report by Tiffany Bentley, Licensing Officer.</p>	
<p>8. <u>FEEDBACK FROM TRAINING</u> General discussion.</p>	

BRECKLAND COUNCIL

At a Meeting of the

COMMITTEE OF THE LICENSING AUTHORITY

**Held on Wednesday, 11 January 2017 at 10.05 am in
Norfolk Room, The Conference Suite, Dereham**

PRESENT

Councillor M. Chapman-Allen (Chairman)	Mr K.S. Gilbert
Mr K. Martin (Vice-Chairman)	Mrs K. Millbank
Mr S Askew	Mrs L.H. Monument
Mrs E J Bishop	Mr T F C Monument
Councillor C Bowes	Mr W. R. J. Richmond
Mr P. R. W. Darby	Mr F.J. Sharpe

Also Present

Detective Constable Andy
Brown

In Attendance

Tiffany Bentley	- Licensing Officer
Donna Hall	- Licensing & Business Support Manager
Sarah Wolstenholme-Smy	- Interim Legal Services Manager
Julie Britton	- Democratic Services Officer

1/17 MINUTES (AGENDA ITEM 1)

The Minutes of the Committee of the Licensing Authority held on 12 October 2016 were agreed as a correct record and signed by the Chairman.

2/17 APOLOGIES (AGENDA ITEM 2)

Apologies for absence were received from Councillors Hollis and Duffield.

3/17 URGENT BUSINESS (AGENDA ITEM 3)

None.

4/17 DECLARATION OF INTEREST (AGENDA ITEM 4)

None.

**5/17 NON-MEMBERS WISHING TO ADDRESS THE MEETING
(AGENDA ITEM 5)**

Detective Constable Andy Brown was invited to stay at the meeting.

Action By

Action By

6/17 QUARTERLY TEAM UPDATE REPORT (AGENDA ITEM 6)

The report gave a flavour of the work that the Licensing Team had undertaken in relation to the Committee of the Licensing Authority. For those Members who were unable to attend the last meeting, the difference between the two Committees was explained. The report highlighted the large variety of Licences most of which had licensing conditions attached.

An on-line application process had been implemented which had received positive feedback from applicants.

A number of inspections had been carried out. The Food Team would be accompanying the Licensing Team in future.

Another significant piece of work was the development of the licensing web pages. Once completed it would not only look much better but would be more user friendly.

Referring to the Panel Hearings listed in the report, the Chairman felt that both had been quite challenging and the Panel itself had taken a very robust stance on the decisions that had been taken and she felt very lucky that Trading Standards had brought these issues forward. The membership of the Panels was decided on a first come, first served basis and she encouraged all Members to put their name forward as it was good experience.

Members were informed that an Officer from Trading Standards had been invited to the next meeting.

The report was otherwise noted.

7/17 TRAINING REQUIREMENTS (AGENDA ITEM 7)

The Chairman reminded everyone of the training session that had been arranged on 20 February 2017.

The Licensing & Business Support Manager stated that most Members had met the trainer, Mr James Button, at a previous training session; however, this one would be more interactive.

No other training requirements were required at this time.

8/17 FEEDBACK AND DISCUSSION ON RECENT PANEL MEETINGS (AGENDA ITEM 8)

Discussed under previous Minute.

9/17 NEXT MEETING (AGENDA ITEM 9)

The arrangements for the next meeting on Wednesday, 22 March 2017 in the Norfolk Room were noted.

The meeting closed at 11.55 am

CHAIRMAN