



AGENDA

- Committee - **LICENSING HEARING PANEL**
- Date & Time - **FRIDAY, 12TH APRIL, 2019 AT 10.00 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 W. R. J. Richmond

Mr K.S. Gilbert
Mr F.J. Sharpe (Sub)

PERSONS ATTENDING THE MEETING ARE REQUESTED TO TURN OFF MOBILE TELEPHONES

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

Date: 3rd April 2019

1. **APOLOGIES**

To receive apologies for absence.

2. **DECLARATION OF INTEREST**

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. Those Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council.

3. **PROCEDURES**

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4. **EXCLUSION OF PRESS AND PUBLIC**

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A to the Act.”

PART B – ITEM FROM WHICH THE PRESS AND THE PUBLIC ARE EXCLUDED

5. **CONSIDERATION OF RENEWAL OF HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE**

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Report of the Executive Manager of People and Public Protection



**PROCEDURE FOR
Licensing Hearing Panel**

1. Chairman makes introductions and explains procedure to parties present.
2. Presentation by Officer(s).
3. Questions to Officer(s) by Members on Policy etc.
4. Presentation by Applicant (opening, call witnesses and produce documents relevant to application).
5. Questions to Applicant by Members.
6. Summary by Applicant.
7. Advice from Officer(s) on policy and/or Solicitor on law and jurisdiction.
8. Members consider the matter in private. (They may call on the Solicitor to help draft reasons for decision. Any other advice must be repeated in open forum). (*Please see Footnote*)
9. The decision, including reasons, is announced.

Footnote: If no suitable second room is available for the Members to use for their consideration, the applicant will be asked to withdraw to the waiting area until recalled to hear the Members' decision.

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