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**BRECKLAND COUNCIL**

**At a Meeting of the**

**LICENSING COMMITTEE**

**Held on Tuesday, 17 July 2018 at 10.00 am in  
Anglia Room, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

Councillor M. Chapman-Allen (Chairman)	Mrs J. Hollis
Mr K. Martin (Vice-Chairman)	Mrs S.M. Matthews
Councillor C. Bowes	Mrs L.H. Monument
Mr R. F. W. Brame	Mr W. R. J. Richmond
Mr P. R. W. Darby	Mr F.J. Sharpe

**In Attendance**

Josie Hoven	- Licensing Officer
Sarah Wolstenholme-Smy	- Legal Services Manager (Deputy Monitoring Officer BDC)
Julie Britton	- Democratic Services Officer

**Action By**

**32/18 MINUTES (AGENDA ITEM 1)**

Councillor Monument queried Minute No. 29/18 in relation to whether notices on how to complain about taxi and PHV services were now being displayed and if so where were they being displayed. Members were informed that the Government Working Group had not come back to Councils as yet on this matter. The Legal Services Manager said that it would make sense to have these notices displayed in the vehicles.

The Minutes of the meeting held on 28 March 2018 were confirmed as a correct record and signed by the Chairman.

**33/18 APOLOGIES (AGENDA ITEM 2)**

Apologies for absence were received from Councillors Gilbert and Millbank.

**34/18 URGENT BUSINESS (AGENDA ITEM 3)**

None.

**35/18 DECLARATION OF INTERESTS (AGENDA ITEM 4)**

None.

**36/18 NON-MEMBERS WISHING TO ADDRESS THE MEETING (AGENDA  
ITEM 5)**

None.

**Action By**

**37/18 MEMBER TRAINING SESSION (AGENDA ITEM 6)**

Prior to discussing any training requirements it was agreed that this matter would be adjourned to consider items, in particular, the Gambling Act Policy, included on the Committee of the Licensing Committee agenda. The time of this adjournment was 10:10am.

The meeting resumed at 11:10am.

A presentation was provided. The presentation contained taxi guidelines on suitability - developed by the Institute of Licensing. They included an explanation of offenders and offending and the timelines that should be taken into account for various offences.

It was noted that this guidance would be included in Breckland's own Licensing Policy when due for review.

It was agreed that a mini in-house training session would be held for those Members who missed the training session in April 2018:

- Roy Brame
- Jenny Hollis
- Shirley Matthews (refresher training)
- Claire Bowes
- Kate Millbank
- Steve Askew
- Richard Duffield
- Mike Brindle

The Legal Services Manager would make the appropriate arrangements.

**38/18 NEXT MEETING (AGENDA ITEM 7)**

The arrangements for the next meeting on Wednesday, 21 November 2018 at 10.00am in the Norfolk Room were noted.

The meeting closed at 11.20 am

CHAIRMAN