

## Licensing Committee

21 September 2005

7pm

### Present:

Councillor Jean Christie (Chair)  
Councillor R G Smith (Vice-Chair)

Councillors: E A Brook  
Mrs R M Collins  
W G Dyke  
K Jones  
J J Loughlin JP  
P J McSweeney  
P Rayner  
D Robinson  
R Stanford  
R J R Target

Mrs S A Whatmough, Head of Democratic Services  
Mrs S Kilkie, Environmental Health Manager  
Miss C Hills, Senior Licensing Officer  
Mr M Bauluck, Licensing Officer  
Mrs S Hill, Democratic Services

### Apologies

An apology for absence was received from Councillor M Singh.

#### 1. Minutes

The minutes of the meeting held on 21 April 2005 were signed by the Chair.

#### 2. Declarations of Interest

No declarations were made.

#### 3. Licensing Applications - Progress

The Senior Licensing Officer advised the Committee that 95 per cent of all expected applications had been received. These included 248 Premises, 34 Clubs and 401 Personal Licence applications. A further 35 applications in respect of "take-aways" should soon be submitted. Only three of all the applications submitted to date were for 24 hour trading and one of these had already been determined by the Licensing Panel (see Minute 4 - 15.9.05).

Every effort (whether by offering training; one-to-one assistance on completion of forms; presentations to organisations e.g. Parish Councils etc.) was being made to advise both applicants and the general public that they had a much enhanced role to play in the recently introduced licensing regime.

The Committee noted that feedback from all participants in the Licensing Panels held to date (there had been four) showed satisfaction with the process as operated in Gravesham.

Members raised a number of matters. These related to:-

- **Distribution of the list of applications received** - Extraordinary workloads had prevented production of these in the past few weeks but a normal service would soon be resumed;
- **Enforcement of Conditions** - GBC has recently signed up to a county-wide Enforcement Protocol. Any problems reported by Members and the public would be investigated by the Licensing Officer or other responsible authorities as laid down in the Protocol.
- **Licensing of Village Halls (Temporary Event Notices)** - Temporary event notices provide for up to 96 hours of use. These could be used by places such as village halls where the Notice could prove adequate for their needs or as an interim measure until a full Licence was granted;
- **Police Attendance** - Concern was expressed over the response from the Police where clear evidence is required to influence licensing decisions;
- **Costs of the Services** - A full breakdown of the costs of providing the service would be provided. Members noted that £56,973 of fees had so far been received;
- **Consultation with other Departments/Issue of Decisions** - Members were advised that all consultees were given adequate opportunity to comment upon each application. It was however agreed that in order to avoid confusion for applicants a letter advising that they would need to ensure any necessary planning permissions were obtained, would be sent where appropriate.

The Chair thanked the Licensing Officers and all staff involved in the Licensing process for their dedication and hard work.

**Resolved** that progress be noted.

#### **4. Minutes of Licensing Panels**

The Committee received the Minutes of the Panel held on -

26 July 2005  
4 August 2005  
8 September 2005  
15 September 2005

**Resolved** that the minutes be noted.

#### **Close of Meeting**

The meeting ended at 8pm.