

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

10 July 2018

7.30 - 8.25 pm

PRESENT

Committee Members

Councillor Edna Stevens (Chair)
Councillor John Strachan (Vice-Chair)
Councillor Ian Beckett
Councillor Nick Churchill
Councillor Michael Garnett
Councillor Andrew Johnson
Councillor Lanie Shears

Officers

Michael Pitt, Environment and Licensing Manager
Dimple Roopchand, Assistant Solicitor
Denise Westwood, Junior Legal Assistant
Jo Maskell, Governance Support Officer

APOLOGIES

Councillor Karen Clempner
Councillor Tony Hall
Councillor Maggie Hulcoop

1. **DECLARATIONS OF INTEREST**

None.

2. **MINUTES**

RESOLVED that the minutes of the meeting held on 20 March 2018
are agreed as a correct record and signed by the Chair.

3. **MATTERS ARISING**

None.

4. **WRITTEN QUESTIONS AND PETITIONS**

None.

5. **COMMITTEE WORK PLAN**

The Committee received its proposed work plan for the current municipal year.

Members of the Committee requested a copy of the consultation document on private hire roof signs, prior to a report on the results being submitted to the next meeting of this Committee.

It was noted that the lifespan of the Licensing Act Statement of Licensing Policy had been extended from three to five years and therefore the review was not due until 2020.

RESOLVED that

- (a) the work plan is noted;
- (b) a copy of the consultation document on private hire roof signs be sent to all members of this Committee, together with a list of the consultees when the consultation commences;
- (c) a report on the “Licensing Act Statement of Licensing Policy” be deleted from the work plan.

6. **REVIEW OF GAMBLING ACT POLICY**

The Committee received a report on the proposed replacement Statement of Gambling Act Policy which, following a twelve week consultation period, was due to be reviewed and published by January 2019.

Members of the Committee raised their concerns about the potential proliferation of gaming machines, particularly in family oriented venues such as public houses. Therefore, they were keen to ensure that the policy made clear what the Council’s responsibilities were for licensing such machines under the Gambling Act; and that such licence applications were scrupulously and robustly considered.

RESOLVED that

- (a) the proposed replacement Gambling Act Licensing Policy (at Appendix 1 of the report) is approved for consultation subject to the following amendments:
 - (i) where appropriate in the document suitable emphasis be given to the Council’s role in licensing of gaming machines in public houses, clubs and similar venues;
 - (ii) the list of organisations at paragraph 6.3 be expanded to specifically include West Essex Alcohol & Drug Service and MIND West Essex;

- (b) further report is submitted to the Committee setting out any representations received to the consultation;
- (c) a report be submitted to a future meeting of this Committee on the current constitutional arrangements for delegations to Officers surrounding the issue of licences for premises where gambling takes place.

7. **LICENSING SUB-COMMITTEE DECISIONS 2017/18**

In line with its previously agreed procedures, the Committee received an annual report on its Licensing Sub-Committee's decisions during the 2017/18 municipal year.

It was agreed that training would be arranged for all members of the Committee (earlier in the evening of a Licensing Committee meeting) which would include training specifically for Licensing Sub-Committee issues.

Recently, a Councillor had had to be drafted in at the last minute for a Licensing Sub-Committee hearing, when one of the three members present had had to withdraw once they realised that the subject of the hearing was known to them. In order to prevent this kind of disruption to proceedings recurring, it was suggested that either the Licensing Sub-Committee membership should be increased from three to four members or a reserve member should be appointed on stand-by for each meeting.

RESOLVED that

- (a) the report is noted;
- (b) Officers be requested to consider the revision of membership arrangements for the Licensing Sub-Committee.

8. **REFERENCES FROM OTHER COMMITTEES**

None.

9. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE