

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Licensing Committee** held in the Castle House, Great North Road, Newark NG24 1BY on Thursday, 14 September 2023 immediately following the General Purposes Committee.

PRESENT: Councillor J Hall (Chair)  
Councillor L Tift (Vice-Chair)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor R Cozens, Councillor R Jackson, Councillor D Moore, Councillor K Roberts, Councillor S Saddington, Councillor P Taylor, Councillor T Wendels and Councillor T Wildgust

APOLOGIES FOR ABSENCE: Councillor D Darby (Committee Member) and Councillor S Michael (Committee Member)

13 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

14 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

15 MINUTES OF THE MEETING HELD ON 22 JUNE 2023

AGREED that the Minutes of the meeting held on 22 June 2023 were a correct record and signed by the Chairman.

16 LICENSING FORWARD PLAN (OCTOBER 2023 TO SEPTEMBER 2024)

NOTED the Licensing Committee's Forward Plan from 1 October 2023 to 30 September 2024.

17 STATEMENT OF LICENSING POLICY REVIEW

The Committee considered the report of the Environmental Health & Licensing Manager which sought to present to Members the proposed review of the Statement of Licensing Policy (SoLP) prior to formal consultation taking place.

A copy of the 2024 draft Statement of Licensing Policy was attached as an appendix to the report with a red font having been used to identify where changes were proposed. It was reported that there had been no fundamental changes to any of the policies previously agreed with paragraph 2.3 highlighting the additional information included.

In considering the report, Members agreed that all the additions were to be welcomed and would be of assistance to both the Council and licensees.

A Member queried what support, if any, was given to licensees in order for them to meet all the necessary requirements contained in the SoLP. The Environmental Health & Licensing Manager advised that Licensing Officers were readily available to help both new applicants and existing licensees. They gave advice on the whole process, from how to complete an application form to routine visits to premises to ensure that all the necessary requirements were being adhered to. The Council's Licensing Enforcement Officers were also available to give advice and to work with licensees.

In noting the paragraph detailing safeguarding and children, a Member queried whether there was evidence to suggest that the 'Ask for Angela' initiative was being used. The Environmental Health & Licensing Manager advised that he would liaise with the local Police and provide a written response.

AGREED (unanimously) that:

- a) the draft revision of the Council's Statement of Licensing Policy be approved;
- b) the commencement of the 4-week public consultation be approved; and
- c) the final draft Statement of Licensing Policy, after public consultation, would be returned to the Licensing Committee for approval, prior to adoption at full Council.

18 UPDATE ON PERFORMANCE & ENFORCEMENT MATTERS

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with the activities and performance of the Licensing Team from 1 April to 30 June 2023.

AGREED (unanimously) that the report be noted.

19 TEMPORARY EVENT NOTICES (APRIL TO JUNE 2023)

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with details of Temporary Event Notices (TENs) received between 1 April to 30 June 2023. The appendix to the report listed all the TENs received.

In considering the report a Member queried as to the application for a TEN received from the John Eastwood Hospice based in Sutton in Ashfield, noting that it was outside of the Newark & Sherwood area. The Environmental Health & Licensing Manager advised he would make further enquiries and provide a written response.

AGREED (unanimously) that the report be noted.

Meeting closed at 6.36 pm.

Chairman