

A meeting of the **LICENSING COMMITTEE** will be held in **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 28 JUNE 2023** at **2:30 PM (OR ON THE RISING OF THE LICENSING AND PROTECTION COMMITTEE WHICHEVER IS THE LATER)** and you are requested to attend for the transaction of the following business:-

AGENDA

1. MINUTES (Pages 3 - 8)

To approve as a correct record the Minutes of the meetings held on 10 November 2021, 18th May 2022 and 17th May 2023.

Contact Officer:

2. MEMBERS INTERESTS

To receive from Members declarations as to disclosable pecuniary, other registerable and non registerable interests in relation to any Agenda Item. See Notes below.

Contact Officer: Democratic Services - (01480) 388169

3. LICENSING SUB COMMITTEES (Pages 9 - 12)

To consider a report by the Elections and Democratic Services Manager detailing meetings of the Licensing Sub-Committee which have taken place since the last meeting of the Committee.

Contact Officer: Democratic Services - (01480) 388169

20th day of June 2023

Oliver Morley

Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests](#) is available in the Council's Constitution

Filming, Photography and Recording (including Live Streaming) at Council Meetings

This meeting will be filmed for live and/or subsequent broadcast on the Council's YouTube site. The whole of the meeting will be filmed, except where there are confidential or exempt items. If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the meeting you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding the streaming of Council meetings, please contact Democratic Services on 01480 388169.

The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Democratic Services, Tel: 01480 388234 / email: Democratic.Services@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING COMMITTEE held in the Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 10 November 2021

PRESENT: Councillors B S Banks, J R Clarke, Mrs A Dickinson, Mrs S A Giles, Mrs P A Jordan, L W McGuire, B M Pitt and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors D J Mead and K I Prentice.

7 ELECTION OF CHAIRMAN

RESOLVED

that Councillor L W McGuire be elected Chairman of the Committee for the remainder of the Municipal Year.

Councillor L W McGuire in the Chair.

8 MINUTES

Subject to the inclusion of Councillor R J West in the list of those present, the Minutes of the meeting held on 30th June 2021 were approved as a correct record and signed by the Chairman.

9 MEMBERS INTERESTS

No declarations were received.

10 GAMBLING ACT - STATEMENT OF PRINCIPLES 2021

Further to Minute No. 21/6, consideration was given to a report by Operational Manager (People) (a copy of which is appended in the Minute Book) to which was attached a draft Statement of Principles under the Gambling Act 2005. The Statement outlines the principles which the Council proposed to apply when exercising its functions under the Act. The Council is required to undertake a review of the Statement every three years, with the last review having taken place in 2018.

The draft Statement had been approved for public consultation by the Licensing Committee at its meeting on 30th June 2021. Consultation had taken place over a 12-week period between 29th June and 17th October 2021 and no responses were received as part of this process.

The Committee were advised that the proposed Statement had considered changes arising from the fifth edition of the Gambling Commission Guidance to Licensing Authorities, published in May 2021.

In reviewing the content of the draft document and in response to question regarding support for vulnerable people who may be affected by gambling, Members were advised that the District Council was able to signpost vulnerable adults to a range of support services within the area and also provided grant funding to organisations which provide support services. The Chief Operating Officer undertook to provide further details with regards to any measures that Gambling Establishments themselves would be required to take. Comment was also made with regard to the location of gambling establishments, and it was noted that a proposed premises would require a change of use application under the planning process.

Having noted that the current schedule was scheduled to expire on 30 January 2022 and that the Council was required to adopt and publish a new Statement in advance of that date or it would be unable to fulfil its licensing duties, it was

RESOLVED

- (a) that the Operational Manager (People) be authorised to make any minor amendments to the Policy; and
- (b) that the Council be recommended to approve the Statement of Principles 2022-25 as set out in Appendix 1 to the report now submitted.

Chairman

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING COMMITTEE held in the Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 18 May 2022

PRESENT: Councillors B S Banks, M L Beuttell, J Clarke, A E Costello, S J Criswell, S A Howell, A R Jennings, P A Jordan, P Kadewere, B M Pitt, D Terry and C H Tevlin.

1 ELECTION OF CHAIRMAN

RESOLVED

that Councillor B S Banks be elected Chair of the Committee for the ensuing Municipal Year.

Councillor B S Banks in the Chair.

2 MEMBERS INTERESTS

No declarations were received.

3 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED

that Councillor C Tevlin be appointed Vice-Chair of the Committee for the ensuing Municipal Year.

Chair.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING COMMITTEE held in the CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN on Wednesday, 17 May 2023 **ON THE RISING OF THE LICENSING AND PROTECTION COMMITTEE.**

PRESENT: Councillors B S Banks, M L Beuttell, S Bywater, J Clarke, A E Costello, S W Ferguson, S A Howell, P Kadewere and C H Tevlin.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors S J Criswell, P A Jordan and D Terry.

1 ELECTION OF CHAIR

RESOLVED

that Councillor B S Banks be elected Chair of the Committee for the ensuing Municipal Year.

Councillor B S Banks in the Chair.

2 MEMBERS INTERESTS

No declarations were received.

3 APPOINTMENT OF VICE-CHAIR

RESOLVED

that Councillor C H Tevlin be appointed Vice-Chair of the Committee for the ensuing Municipal Year.

Chair

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: **Licensing Sub Committees**

Meeting/Date: Licensing Committee – 28 June 2023

Executive Portfolio: Councillor Stephen Ferguson, Executive
 Councillor for Customer Service.

Report by: Elections and Democratic Services Manager

1. **INTRODUCTION**

1.1 The Licensing Sub Committee comprising three Members of the Licensing and Committee is convened when necessary to determine such matters which have been delegated to it in accordance with the Licensing Act 2003. Below is a summary of the meetings that have taken place since the last meeting of the Committee. Full copies of the Hearing Records are available on request.

Meeting Date:	Chairman	Application	Determination
11 August 2022	B S Banks	Application to vary a Club Premises Certificate – Montagu Working Men’s Club, Huntingdon.	Application Granted subject to additional conditions offered by the premises.
25 August 2022	S Howell	Application to vary a Premises Licence – Roberto Deli, St Neots PE19 1JH	Application was granted as applied for.
11 May 2023	S Ferguson	W Application for a new Premises Licence – Grange Farm, Abbots Ripton, Huntingdon PE28 2PH	Licence was granted, subject to condition to be added that there only be one small event per month and a condition to be added that the licence be reviewed after 3 years.

- 1.2 To ensure that local Members are able to make representations to the Licensing Sub-Committee and are kept informed of applications within their ward, the Licensing Manager has now put in place arrangements whereby copies of new applications and applications for full variations are to be sent out to all Ward Councillors once they are received. The Democratic Services Team will also notify all Councillors when Agendas are published for the Licensing Sub Committee.

2. RECOMMENDATION

- 2.1 The Committee are invited to note the above information.

BACKGROUND PAPERS

Agenda, Reports and Records of Licensing Sub Committee meetings held in the Corporate Office.

Contact Officer: Mrs C Bulman, Democratic Services - ☎ 01480 388234.

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