

# HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING COMMITTEE held in the GROUND FLOOR MEETING ROOMS (CONINGSBY AND BOURN) PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN on Wednesday, 19 March 2025

PRESENT: Councillor N Wells – Chair.

Councillors M L Beuttell, J Clarke, A E Costello, S J Criswell, S W Ferguson, I D Gardener, S A Howell, P A Jordan and P Kadewere.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors B S Banks and D Terry.

## 8 MINUTES

The Minutes of the Meeting of the Committee held on 16th October 2024 were approved as a correct record and signed by the Chair.

## 9 MEMBERS INTERESTS

No declarations of interests were received.

## 10 LICENSING COMMITTEE - SCHEME OF DELEGATION TO OFFICERS

The Committee gave consideration to a report by the Licensing Manager (a copy of which is appended in the Minute Book) on an update to the Scheme of Delegation following changes to the internal structure of the Licensing Service. The changes were required to reduce the risk of legal challenge to decisions taken on licensing matters.

### RESOLVED

- a) that the Scheme of Delegation from Licensing Committee to Officers appended to the report now submitted be approved;
- b) that the Public Protection Manager be authorised to make minor editorial changes which by definition make no change to the powers of delegations;
- c) that the Public Protection Manager, after consultation with the Chair and Vice Chair of the Licensing Committee, be authorised to make changes as a result of revocations, amendments, or enactment of relevant statutory provisions, and
- d) that the Public Protection Manager, with regard to the Licensing Act 2003, Section 13(4)(d), be authorised to appoint such suitably qualified officers as deemed appropriate to exercise those duties delegated to them.

## **11 LICENSING SUB COMMITTEES**

By means of a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) the Committee was acquainted with the outcome of six meetings of the Licensing Sub-Committee, which had taken place since the last meeting of the Committee.

RESOLVED

that the report be received and noted.

Chair