

# **Minutes**

of a meeting of the

## **Licensing Acts Committee**



**held on the rising of the preceding annual meeting of Council on Wednesday 17 May 2017 at The Ridgeway, The Beacon, Portway, Wantage, OX12 9BX**

**Open to the public, including the press**

### **Present:**

Members: Councillors St John Dickson (Chairman), Mike Badcock, Eric Batts, Yvonne Constance, Margaret Crick, Charlotte Dickson, Robert Hall, Jenny Hannaby, Dudley Hoddinott, Chris McCarthy and Reg Waite

Officers: Steven Corrigan and Margaret Reed

### **LA.1 Apologies for absence**

An apology for absence was submitted on behalf of councillor Julia Reynolds.

### **LA.2 Minutes**

**RESOLVED:** to approve the minutes of the meeting held on 11 May 2016 as a correct record and agree that the Chairman sign these as such.

### **LA.3 Declarations of interest**

None.

### **LA.4 Urgent business and chairman's announcements**

None.

### **LA.5 Public participation**

None.

## **LA.6 Appointment of licensing panels**

The committee considered a proposal to appoint licensing sub-committees to consider matters under the Licensing Act 2003 and Gambling Act 2005.

### **RESOLVED to:**

- appoint licensing sub-committees comprising any three members of the Licensing Acts Committee;
- appoint each member of the Licensing Acts Committee to serve on any sub-committee which is convened so as to include her or him in its membership, subject to her or him having attended appropriate training in the last 12 months;
- agree that the sub-committees be known as licensing panels;
- authorise each licensing panel to discharge all functions under the Licensing Act 2003 and Gambling Act 2005 including determining and dealing with applications for licences, certificates, temporary events and other notices and all variations, transfers, withdrawals and reviews of such matters;
- agree that wherever possible applications should be heard by a licensing panel comprising the chairman or vice-chairman of the committee plus two other members of the committee, but that this should not affect the principle that any three members of the committee will constitute a properly appointed licensing panel;
- authorise the head of legal and democratic services to invite an appropriate licensing panel to conduct a scheduled hearing having regard to members' availability and eligibility to take part and ensuring that as far as possible all members of the committee have the opportunity to conduct hearings.

The meeting closed at 7.43pm