

MINUTES of a **MEETING** of the **LICENSING COMMITTEE** held on 27 June 2025 at 10.30 am

Present

Councillors: J Cairney (Chair)
J Buczkowski, A Cuddy (Vice-Chair),
D Broom, F J Colthorpe, J M Downes,
G Duchesne, S Keable and L G J Kennedy

Apologies

Councillors: L J Cruwys, M Jenkins and J Lock

**Also Present
Councillor:**

Cllr G Czapiewski

**Also Present
Officers:**

Deborah Sharpley (Legal Services Manager), Harriet Said (Team Leader (Commercial), Public Health), Thomas Keating (Specialist Lead (Licensing) Officer) and Angie Howell (Democratic Services Officer)

1 ELECTION OF CHAIR (00:03:00)

The Chair of the Council invited nominations for the election of a Chair for the municipal year 2025/2026.

RESOLVED that Cllr J Cairney be elected as Chair of the Licensing Committee for the municipal year 2025/2026.

2 ELECTION OF VICE-CHAIR (00:06:24)

The Chair of the Licensing Committee invited nominations for the election of a Vice-Chair for the municipal year 2025/2026

RESOLVED that Cllr A Cuddy be elected as Vice Chair of the Licensing Committee for the municipal year 2025/2026.

3 **START TIME OF MEETINGS (00:08:01)**

It was **AGREED** that the start time of meetings for the remainder of the municipal year continued to be at 10.30am.

4 **APOLOGIES AND SUBSTITUTE MEMBERS (00:08:27)**

Apologies were received from Cllr L Cruwys, Cllr M Jenkins and Cllr J Lock.

5 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00:08:54)**

There were no declarations of interest received.

6 **PUBLIC QUESTION TIME (00:09:09)**

There were no members of the public present and no questions were asked.

7 **MINUTES OF THE LAST MEETING (00:09:30)**

The minutes of the previous meeting held on the 2 October 2024 were agreed as a true record and **SIGNED** by the Chair.

8 **LICENSING UPDATE REPORT (00:10:06)**

The Committee had before it and **NOTED** a report * from the Team Leader, (Commercial), Public Health of the Licensing Act Policy Review.

The following was highlighted within the report:

- The contextual data contained within the report presented the number and types of licenced premises within the District.
- The Licensing Team dealt regularly with existing licensed premises in relation to amendments, variations and transfers.
- A large number of Temporary Event Notices (TEN) were issued and those continued to increase over the years.
- Temporary Event Notices were shared with the Police and the Environmental Health Team and they were the only two entities able to raise concerns. If concerns were raised then the TEN would be considered by a Licensing Sub-Committee.
- The Safety Advisory Group (SAG), which was co-ordinated by the Council and made up of representatives from the Licensing Team, Public Health, Emergency Services, Highways and various other organisations. The role of the Group was to advise and give guidance to event organisers regarding safety, risk and controlled measures. The Group did not have legal powers.
- A total of 24 event organisers attended SAG meetings where licensing related matters would have been raised and advised upon.

- The Licensing Team had attended several site visits to conduct inspections. One of which had been a visit to Shobrooke Park which had been a joint inspection with Devon and Cornwall Police and Devon and Somerset Fire and Rescue Service.
- A site visit had also taken place at the Mid Devon Show Ground to consider licensable activities as well as a wider public health remit.
- Due to staffing pressures there had been a decrease in the number of licenced premises inspections undertaken. There was currently a Licensing Officer vacancy however this was being covered by an agency individual due to being unable to recruit directly.
- The structure of the team was currently being reviewed to ensure future capacity and resilience. In the meantime any complaints received were being prioritised accordingly.
- There had been a total of 4 Licensing Sub-Committee Hearings which had taken place in 2024/2025.
- Martyn's Law received Royal Assent on 3 April 2025. The Act was intended to strengthen security and protect people from terrorist events.
- Qualifying premises would need to take some form of action depending on their size and venue capacity for which there was a tiered approach.
- The implementation and enforcement of the legislation would sit with the Security Industry Authority (SIA).
- The new legislation expected regarding tobacco and vapes to help towards committing to a smoke free generation by the Government.

Discussion took place regarding:-

- The Safety Advisory Group and the responsibility of event organisers.
- The benefits of attending a site visit when a Licensing Sub-Committee considered a Licenced Premises Application.
- The process for applying for a Temporary Event Notice.
- Clarification that when Committee Members left the room or made a drink during an agenda item that they would need to abstain from voting on that agenda item only.

Note: * Report previously circulated.

(The meeting ended at 11:11am)

CHAIR