

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **LICENSING COMMITTEE** held on 4 July 2019 at 10.30 am

Present Councillors

J Cairney, Mrs F J Colthorpe, D R Coren,
J M Downes, S J Penny, L D Taylor and
A Wilce

Apologies Councillor(s)

Mrs E M Andrews, T G Hughes and Miss J Norton

Also Present Officer(s):

Simon Newcombe (Group Manager for Public Health and Regulatory Services), Sally Gabriel (Member Services Manager), Philip Langdon (Solicitor), Thomas Keating (Specialist Lead (Licensing) Officer) and Carole Oliphant (Member Services Officer)

1 ELECTION OF CHAIRMAN (THE MEMBER SERVICES MANAGER IN THE CHAIR) (00.06)

Cllr J Cairney was elected Chairman for the municipal year 2019-2020.

(Proposed by Cllr L D Taylor and seconded by Cllr J M Downes)

2 ELECTION OF VICE CHAIRMAN (01.21)

Cllr D Coren was elected Vice Chairman for the municipal year 2019-2020.

(Proposed by Cllr S J Penny and seconded by Cllr J M Downes)

3 APOLOGIES AND SUBSTITUTE MEMBERS

Apologies were received from Cllrs Mrs E M Andrews, T G Hughes and Miss J Norton

4 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (03.52)

There were no declarations made

5 PUBLIC QUESTION TIME (03.58)

There were no members of public present

6 **MINUTES OF THE PREVIOUS MEETING (04.34)**

The minutes of the previous meeting held on 1st March 2019 were agreed as a true record and signed by the Chairman

7 **ENFORCEMENT UPDATE (05.19)**

The Specialist Lead Licensing Officer addressed the Committee and explained the remit of the Licensing Committee.

He explained that there were 351 licensed premises in the District and the Licensing Team had completed risk assessments of all of them. Included within the assessment were the hours of operation, location of premises and compliance to existing policy; the premises were then rated.

High risk premises were inspected regularly and low risk premises were normally only inspected after complaints from the public.

76 premises had been inspected in the past 12 months (21% of the total) now that a pro active approach to inspections had been introduced. Some small issues were identified and 13 variations of current licenses were found to be required.

6 licensing hearings had been referred to sub committees in the last 12 months and of these 3 had been cancelled due to the original representations being withdrawn. He explained that the reduction in hearings was due in part to the pre application service which had been introduced for new applications. This had seen new applicants dealing with any potential issues prior to an application being submitted and fewer representations being received. 40% of new applicants now used the pre application service.

He confirmed 5 gambling premises had been inspected with no issues.

In response to questions he confirmed that inspections were followed up if any further complaints had been received and that they were prioritised by the risk factor indicated on the risk assessment.

The Group Manager for Public Health and Regulatory Services explained that the costs of any additional work done by officers when hearings were subsequently cancelled could not be recouped as the licensing fees were set by Government. The Council had however recognised that amount of free advice was being given to new applicants which was the reason for the pre advice service being introduced. The service cost in the region of £30 per hour and was not for profit and covered the cost of officer time.

(The meeting ended at 10.49 am)

CHAIRMAN