

South Somerset District Council

Minutes of a meeting of the **Licensing Committee** held at the **Council Chamber B, Council Offices, Brympton Way, Yeovil BA20 2HT** on **Tuesday 10 October 2017**.

(10.00 - 10.40 am)

Present:

Members: Councillor David Recardo (Chairman)

Jason Baker	Crispin Raikes
Dave Bulmer	Wes Read
Nigel Gage	Alan Smith
Val Keitch	Linda Vijeh
David Norris	

Also Present:

Angie Singleton (Portfolio Holder)

Officers

Jo Morris	Case Services Officer (Support Services)
Nigel Marston	Licensing Manager
Colin Chown	Licensing Enforcement Officer

Note: All decisions were approved without dissent unless shown otherwise.

11. To approve as a correct record the Minutes of the Previous Meeting held on 13th June 2017 (Agenda Item 1)

The minutes of the meeting held on 13th June 2017, copies of which had been circulated, were taken as read, and having been approved were signed by the Chairman as a correct record of the proceedings.

The minutes of the Licensing Sub Committee meetings held on 13th June 2017 and 4th September 2017 were approved and signed by the Chairman.

12. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Councillors Clare Aparicio Paul, Neil Bloomfield, Tony Lock and Martin Wale.

13. Declarations of Interest (Agenda Item 3)

There were no declarations of interest.

14. Public Participation at Committees (Agenda Item 4)

No questions or comments were raised by members of the public.

15. Pre-application Advice Service (Agenda Item 5)

The Licensing Manager explained that the introduction of a pre-application assistance and advice service would enable applicants to produce better quality licensing applications which were more likely to be acceptable to the Council and the various responsible authorities.

He explained that in the past 12 months, the Licensing section had received 72 applications under the Licensing Act 2003 and all had required some help and advice from licensing officers.

He referred members to the proposed fee structure as outlined in the agenda report and advised that there would still be some exemptions and gave an example of non-profit making organisations.

The Licensing Manager explained that there would be clear separation between officers who offer pre-application assistance and those who are responsible for the subsequent administration and determination of the application.

In response to questions and comments, the Licensing Manager advised members of the following:

- An extra charge would not be made for general telephone calls;
- During an initial telephone call, officers would be able to assess the level of interest and could then offer pre-application advice;
- There would be various packages for advice available and a refund could be given if the full amount of advice paid for was not given;
- Registered charities would be exempt;
- The costs outlined in the report were set on full cost recovery.

Following a short discussion, members unanimously approved the recommendations of the report.

- RESOLVED:**
1. That the contents of the report be noted;
 2. That the Licensing Committee approve the introduction of a discretionary pre-application service and charges for new and full variation applications made under the Licensing Act 2003;
 3. That the Licensing Service be instructed to investigate other potential pre-application and assistance charges within the service and report back to Licensing Committee on the feasibility of such charges.

(Voting: unanimous)

16. Enforcement Update (Agenda Item 6)

The Licensing Enforcement Officer summarised the agenda report, which updated members on the work of the Licensing Enforcement Team and the various issues that they were currently involved with including Taxis & Private Hire Vehicles, Street Trading and Scrap Metal Dealers.

In response to questions and comments, the Licensing Enforcement Officer and Licensing Manager informed members of the following:

- There were currently no issues with taxis drivers from other local authority areas operating in South Somerset;
- Due to the Scrap Metal Dealers Act coming into force in 2013, the Police no longer considered metal theft as such a high profile issue;
- A good rapport had been built up with taxi drivers and the majority of the time there was no issues.

The Licensing Manager referred to a recent mystery shopper exercise that had taken place with taxis and gave an update on the results. He agreed to forward a copy of the report to members of the Licensing Committee. He explained that he wished to repeat the exercise on a quarterly basis and also include the use of wheelchair accessible vehicles.

Members were content to note the report.

RESOLVED: That the report be noted.

17. Date of Next Meeting (Agenda Item 7)

Members noted that the next meeting of the Licensing Committee would be held on Tuesday 12th December 2017 at 10.00am in the Council Offices, Brympton Way, Yeovil.

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Chairman

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Date