

Bristol City Council

Minutes of the Licensing Committee

29 May 2019 at 10.30 am



Members Present:-

Councillors: Peter Abraham, Barry Clark, Harriet Clough, Eleanor Combley, Richard Eddy, Paul Goggin, Mike Langley, Brenda Massey, Paula O'Rourke, Afzal Shah and Chris Windows

Officers in Attendance:-

Claudette Campbell (Democratic Services Officer)

1. Welcome, Introductions and Safety Information

These were made

2. Apologies for Absence.

Apologies received from Councillor Davies, Hance

3. Declarations of Interest

There were none

4. Minutes of Previous Meeting

The Minutes of:

1. 15th June 2018 AGM
2. 16th January 2019
3. 17th January 2019
4. 7th February 2019
5. 8th May 2019

Resolved: that the minutes, listed above, be agreed as correct record and signed by the Chair



5. Public Forum

None

6. Annual Business Report.

The Democratic Services Officer introduced the report and moved directly to the election of the Chair and Vice Chair.

At the point handed proceedings to the Chair to facilitate the remainder of the meeting.

7. Membership of Committee

Resolved – that the membership of the Licensing Committee for the 2019/20 Municipal Year be noted as follows:

Councillor Abraham
Councillor B Clark
Councillor Clough
Councillor Combley
Councillor C Davies
Councillor Eddy
Councillor Goggin
Councillor Hance
Councillor Jama
Councillor Langley
Councillor Massey
Councillor O'Rourke
Councillor Shah
Councillor Windows
Councillor Whittle

8. Election of Chair - Municipal Year 19/20

Councillor Langley was nominated and seconded for the Chair of the Licensing Committee for the 2019/20 Municipal Year. There were no further nominations.

Resolved – that Councillor Langley be elected Chair of the Licensing Committee for the 2019/20 Municipal Year.

9. Election of Vice Chair - Municipal Year 2019/20



Councillor Clough was nominated and seconded for the Vice Chair of the Licensing Committee for the 2019/20 Municipal year. There were no further nominations.

Resolved – that Councillor Clough be elected Vice Chair of the Licensing Committee for the 2019/20 Municipal Year.

10 Dates and Times of Meetings.

Emma Lake, Licensing Manager, informed Committee that there had been a steady increase in the numbers of TENs application peaking in November 2018. This reflected the general increase in applications during the summer festival season; prior to Christmas and finally into the New Year.

Committee were requested to note that Sub-Committee's would convene on a weekly basis during these periods.

Resolved – that

- a) **The move to weekly meetings during the summer and Christmas period be agreed.**
- b) **That the proposed meeting dates and times be noted.**

11 Establishment of Special Purposes Sub-Committee

The Committee noted that this Sub-Committee was able to deal with matters that would normally be considered at a Full Committee but which needed to be dealt with urgently. The Sub-Committee comprised the Chair, Vice Chair and a third member.

Resolved –

1. **That a Special Purposes Sub-Committee be established with the terms of reference as set out in Appendix A to the report**
2. **That Councillor Eddy be the third member to sit on the Sub-Committee**

Establishment of other Sub-Committees

Resolved:

1. **That the Licensing Committee establish Licensing (Hearings) Sub-Committees comprising any three members of the Licensing Committee and that each member of the Licensing committee be appointed to serve on any such Sub-Committee which is convened so as to include him or her in its membership;**

And



2. That each of the Sub-Committees so established shall have the terms of reference as set out in Appendix A of the report.

12 Delegations to Sub-Committees and Officers

The Licensing Manager reported that Authorisation in respect of the Bristol International Balloon Fiesta, named officers have yet to be identified by North Somerset Council and therefore not named in the report.

Resolved:

1. That all sub committees established by the Licensing Committee shall have delegated authority to discharge all functions falling within their terms of reference;
2. That the Committee approves delegations to officers as recommended in paragraph H of this report (including North Somerset Officers) and
3. That for the avoidance of doubt any authority conferred upon a sub committee or an officer in connection with the discharge of any function includes the power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of the function concerned.
4. Noted the Public Sector Equality Duties

13 Announcements from the Chair

None

14 Licensing Policy Statement

The Licensing Manager made the following comments:-

1. The Licensing policy review working group were on target to enable the completion of the consultation document. The consultation was necessary to give an opportunity for residents to provide evidence in support the existing CIA zones. The proposed changes in legislation now requires substantive evidence in support of an area being designated 'CIA'.
2. The Trading Standards and Licensing Manager provided a report detailing the stats on TENs application for 2018, (will be shared as a supplementary document)
3. The cost of a TENs application remained at £21, a fee set by government but not a true reflection of the actual cost for processing and setting up the hearing, when and if necessary.
4. Members were in support of a letter being sent to the appropriate LGA group advising them that there is a discrepancy between the fee and actual cost for managing these applications.
5. Members moved and seconded and when put to the vote;



Resolved: that the Chair on behalf of the Committee send a letter to the LGA to express Committee's concern about the fee rates for TENs.

6. Members were advised a series of refreshing training sessions would be introduced in the coming weeks, to assist new members and refresh existing.

Resolved:

That the statement of policy be noted

Meeting ended at 11.00 am

CHAIR _____

