

LICENSING COMMITTEE

A

Minutes of a meeting of the Licensing Committee held on Tuesday 16 January 2018 at 6.00pm at Addenbrooke House, Ironmasters Way, Telford

Present: Councillors C R Turley (Chair), J Pinter (Vice-Chair), I T W Fletcher, J A Francis, M B Hosken, C N Mason, J M Seymour, C F Smith and M J Smith.

In Attendance: A Astley (Assistant Director - Neighbourhood & Customer Services), S Fisher (Principal Licensing Officer), C Girvan (Legal Advisor) and J Clarke (Democratic and Scrutiny Officer).

LC-01 Apologies for Absence

Councillors M Boylan and L A Murray.

LC-02 Declarations of Interest

None.

LC-03 Minutes

Resolved – that the minutes of the meeting of the Licensing Committee held on the 30 March 2017 be signed by the Chair.

LC-04 Review of Licence Fees

The Principal Licensing Officer presented the report which asked Members to consider the proposed level of licence fees and charges affecting Park Homes licences. The licence fees for the Hackney Carriage, Private Hire trades, Gambling and general licences were to remain unchanged for 2018/19 with a review taking place at the end of 2018. Since licence fees for Park Homes were implemented in February 2017, the administration and enforcement of Park Homes had moved from the Environmental Health Team to the Licensing Service. A review of the licence fees had been undertaken and the report put forward the proposed new fees. All other licence fees remain unchanged for the forthcoming financial year as these had only been implemented on 1st June 2017. Changes to driver licences had been implemented on 1st September 2017 and officers were monitoring the impact of the cost of delivering this service. A review of fees would take place in early 2019 with a view to these being implemented on 1st April 2019.

During the ensuing debate some Members asked if Park Homes Council tax was paid by owner of the site or the occupier, if there was an annual inspection undertaken, how many sites were located within the Borough and what percentage increase were the fees and if this was passed onto the tenants?

The Principal Licensing Officer and the Assistant Director: Neighbourhood & Customer Services informed Members that they expected that Council Tax was paid by the Tenants but that this information would be confirmed. Conditions were individual to each site and visits were undertaken to ensure compliance. There were currently between 6

and 10 sites within the Borough which had been visited by the Principal Licensing Officer and the Licensing Team and there were two sites that were currently being looked at and meetings taking place with residents. The increase of fees had been worked out via a formula and there was no flat percentage increase.

Upon being put to the vote it was, unanimously:-

RESOLVED –

- a) that subject to any responses received following the posting of notices, as requested by legislation, the proposed fees for Park Homes to come into force on 1st April 2018 be approved; and
- b) that the fees and charges to all other licences remain unchanged for the forthcoming financial year be noted.

LC -05 Review of Terms of Reference

The Legal Advisor presented the report of the Assistant Director: Governance, Procurement & Commissioning on the Committee's Terms of Reference.

At the Annual Meeting on 25th May 2017, Full Council delegated authority to each Committee to review its own Terms of Reference. The Terms of Reference formed part of the Constitution and was approved by Full Council in that context on 14 July 2016. As this was the first meeting of the Committee of the municipal year it was necessary to review the Terms of Reference. No changes to the Terms of Reference were suggested.

During the ensuing debate, some Members raised at Appendix 1 – Licensing and registration functions if there were any updates needed to the Laws?

The Principal Licensing Officer confirmed that the Licensing Act and Gambling Act were up to date but there may be a need to refer to Scrap Metal Dealers Act 2013.

Other Members confirmed that the Terms of Reference complied with the Council's Constitution with regard to the Gambling Act and Licensing Act.

Upon being put to the vote it was unanimously:-

RESOLVED - that the Terms of Reference be agreed.

The meeting ended at 6.17 pm.

Chairman:

Date: