



East Cambridgeshire District Council

Minutes of a Meeting of the Licensing Committee

Held at The Grange, Nutholt Lane, Ely, CB7 4EE at 10:00am
on Wednesday 11th September 2024

Present:

Cllr Chika Akinwale (Substitute for Cllr Charlotte Cane)
Cllr Christine Ambrose Smith
Cllr Keith Horgan (Vice Chair)
Cllr Julia Huffer (Chair)
Cllr Mark Inskip
Cllr Kelli Pettitt
Cllr Alan Sharp (substitute for Cllr Martin Goodearl)
Cllr John Trapp
Cllr Alison Whelan
Cllr Gareth Wilson

Officers:

Patrick Adams – Senior Democratic Services Officer
Stewart Broome – Senior Licensing Officer
Liz Knox – Environmental Services Manager
Cameron Overton – Trainee Democratic Services Officer
Angela Tyrrell – Senior Legal Assistant

9. Apologies and substitutions

Apologies for absence were received from Cllrs Lavinia Edwards and Martin Goodearl.

Cllr Charlotte Cane was not present at the meeting.

Cllrs Chika Akinwale and Alan Sharp were attending as substitutes.

10. Declarations of interest

No declarations of interest were made.

11. Minutes

The Committee received the Minutes of the meeting held on 19th June 2024.

It was resolved unanimously:

That the Minutes of the Licensing Committee meeting held on 19th June 2024 be confirmed as a correct record and be signed by the Chair.

12. Chair's announcements

The Chair wished a happy retirement to Liz Knox, thanking her for the extraordinary work she had contributed throughout her 34 years of service, noting that her presence and range of experience would be greatly missed.

13. Gambling Act 2005 – Licensing Statement of Principles (Three Year Review)

Cllr John Trapp arrived at 10:02, at the start of this item.

The Committee considered a report, Z53 previously circulated, which detailed a revised version of the Council's Gambling Act 2005 – Statement of Principles for Council adoption.

As a result of the consultation, no objections had been received.

Stewart Broome, the Senior Licensing Officer, explained that accessibility concerns had been addressed, including capitalisation and phraseology throughout the document. He added that matters relating to the white papers had been raised in the previous Committee meeting but these were not in the consultation, or the proposed policy, as they were not yet law. Further, it was noted that should members approve this document it would go to Full Council. If adopted by Council, it would be advertised for a period of 2 months, coming into force on January 31st, 2025.

The Chair invited Members to ask questions.

Cllr Mark Inskip raised a point of notice that in section 11.1 of the document it mentioned the Data Protection Act 1998, however, the most recent version of this Act was in 2018. The Senior Licensing Officer thanked Cllr Inskip for raising this and assured members that while this concern did not materially impact validity at this stage, the document would be comprehensively reviewed prior to being presented before Full Council.

Cllr Alan Sharp expressed concern that the Council would be altering the admission fees for a race course in his ward. The Senior Licensing Officer assured the Committee that the Council had no powers to do this.

Cllr John Trapp raised minor concerns relating to spelling and grammar, which he agreed to go through, in full, with the Senior Licensing Officer after the meeting.

It was resolved unanimously:

That the revisions be accepted, with the Gambling Act 2005 – Statement of Principles (Three Year Review) sent to Full Council for adoption.

14. Senior Licensing Officer's update

Stewart Broome, the Senior Licensing Officer updated members about the volume of work undertaken by the Council's Licensing department in the intervening months between meeting on June 19th and September 11th.

The Senior Licensing Officer informed members that the department had handled 355 applications, 210 of which being new applications. As a non-exhaustive list, this included 1 new animal application, 13 charity collections, 3 Gambling Act applications for machines in premises, 10 personal licenses and 4 premises licenses. The Senior Licensing Officer mentioned that 16 renewals were being processed under the updated Pavement Policy, which dictated that fees changed from £100 per year to £350 for two years, which had not been met with any resistance. Additionally, a significant number of taxi licenses, both for vehicles and individuals had been processed; and it was noted that 52 applications for taxi drivers had been received in a 10-day period in September 2024, highlighting the need to manage workflow concerns in future years, albeit that most applications of this type were being handled within a week of receiving them.

Cllr Christine Ambrose Smith noted the mention of an animal licence and queried if this was a matter of registration or welfare. The Senior Licensing Officer informed her that the case related to permitting a licence for a property to board dogs and provided an overview of the case.

Liz Knox, Environmental Services Manager, informed members that following her retirement a restructure had been decided upon, wherein the Licensing Department would henceforth operate under the Legal Team, rather than Environmental Services. This would include Stewart Broome assuming the role of Service Lead and she wished him well with his future endeavour.

The Chair congratulated Stewart Broome on a deserved new role and commended the Licensing Team on their work throughout the intervening months from the previous meeting.

15. Forward agenda plan

The Committee received its Forward Agenda Plan. The Chair informed the Committee that the meeting which was due to be held on the 9th October 2024 would be cancelled due to a lack of business. The Licensing Committee meeting on the 20th November would discuss the review of licensing fees.

It was resolved:

That the Forward Agenda Plan be noted.

The meeting concluded at 10:18am

Chair.....

Date.....

DRAFT