

Minutes of the meeting of the **LICENSING COMMITTEE** held at the Council Offices, Whitfield on Wednesday, 27 November 2013 at 4.30 pm.

Present:

Chairman: Councillor B W Butcher

Councillors: P M Beresford  
B Gardner  
P S Le Chevalier  
M J Ovenden  
A R Smith  
C J Smith  
J M Smith  
R J Thompson  
P Walker

Officers: Senior Solicitor  
Team Leader – Democratic Support

354 APOLOGIES

Apologies for absence were received from Councillors S M Le Chevalier and S R Nicholas.

355 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

356 MINUTES

The Minutes of the meeting of the Committee held on 13 June 2013 were approved as a correct record and signed by the Chairman.

357 FEES AND CHARGES 2014/15

Members received the report on Fees and Charges 2013/14. The complete list of fees, even where there were no changes, were listed for transparency and to ensure all fees and charges were properly set.

The Committee was advised that the fees were separated into four categories:

- Licensing Act fees;
- Gambling Act fees;
- Hackney Carriage and Private Hire fees; and
- Miscellaneous fees

The Licensing Act fees were set by Central Government and not by the Council and there had been no changes to the level of these fees since 2005. However, the fees under the Gambling Act were set within guidelines.

RESOLVED: (a) That the Fees and Charges for 2014/15 as set out in Annex 3 be approved.

- (b) That, as a general principal, it be agreed that the fees were set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level then be determined.
- (c) That as a general principle, unless the fee is set by statute, licensing fees be set on a cost recovery basis.
- (d) That the Head of Regulatory Services be authorised to adopt fees at, or close to government directed levels without the need for further reporting, in cases where the Council is awaiting for Government guidance and it has not been possible to set a fee level at this stage.
- (e) That authority to make minor adjustments to the fees and charges be delegated to the Director of Governance in consultation with the Director of Finance, Housing and Community.

The meeting ended at 4.33 pm.