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Minutes of the meeting of the **LICENSING COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 21 November 2017 at 9.31 am.

Present:

Chairman: Councillor P S Le Chevalier

Councillors: S F Bannister  
P M Brivio  
B W Butcher  
B Gardner  
M J Holloway  
D P Murphy  
A M Napier  
M J Ovenden

Officers: Public Protection Manager  
Licensing Team Leader  
Contentious and Regulatory Lawyer  
Democratic Services Officer

## 7 APOLOGIES

An apology for absence was received from Councillor S M Le Chevalier.

## 8 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

## 9 MINUTES

The Minutes of the meeting of the Committee held on 17 May 2017 were approved as a correct record and signed by the Chairman.

## 10 MINUTES OF SUB-COMMITTEE MEETINGS

The Minutes of the meetings of the Licensing Sub-Committees held on 12 May, 4 August and 31 August 2017 were received and noted.

## 11 FEES AND CHARGES 2018/19

The Committee considered the report of the Head of Regulatory Services which set out the Fees and Charges 2018/19 relevant to the Licensing Authority.

Members were reminded that the Licensing Act fees were set by Central Government and not by the Council and therefore there was little or no scope to

make changes. Councillor M J Holloway requested that for future reports additional information, including the original fee and how much money had been generated, be provided to assist Members in their understanding of the charges.

- RESOLVED:
- (a) That the Fees and Charges for 2018/19 as set out in Appendix 3 be approved.
  - (b) That Members approve the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined.
  - (c) That Members approve the general principle that, unless the fee is set by statute, licensing fees will 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 Government guidance and it has not been possible to set a fee level at this stage.
  - (e) That the Head of Regulatory Services be authorised in consultation with the Director of Governance and the Director of Finance, Housing and Community to make minor adjustments to the fees and charges as necessary.

The meeting ended at 9.36 am.