

Committee: Licensing Committee
Date: Monday 16 December 2013
Time: 5.00 pm
Venue: Bodicote House, Bodicote, Banbury, Oxfordshire
OX15 4AA

Membership

Councillor Fred Blackwell (Chairman)	Councillor Diana Edwards (Vice-Chairman)
Councillor Colin Clarke	Councillor Michael Gibbard
Councillor Tony Ilott	Councillor Ray Jelf
Councillor Kieron Mallon	Councillor P A O'Sullivan
Councillor G A Reynolds	Councillor Alaric Rose
Councillor Gordon Ross	Councillor Douglas Webb

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interests and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Committee held on 21 October, 2013.

6. **Minutes of meeting Thursday 11 April 2013 of Licensing Sub Committee**
(Pages 5 - 6)

To note the minutes of the Licensing Sub Committee meeting held on 11 April 2013.

7. **Animal Licensing Policy** (Pages 7 - 64)

Report of Head of Community Services.

Purpose of report

Cherwell District Council is responsible for the control and regulation of certain animals and animal establishments through a statutory licensing regime. The report seeks approval for the adoption of an Animal Licencing Policy and Animal Licensing Conditions set out within the policy, which will be applied by authorised enforcing officers when determining applications requiring an animal licence.

Recommendations

The meeting is recommended:

- 1.1 To adopt the proposed policy setting out the Council's approach to governing the operation of Animal Licenced Establishments as set out at Appendix 1, to be adhered to when determining all applications for such premises.
- 1.2 To approved the proposed conditions within the attached policy governing the operation of Animal Licenced Establishments and that they attached to all licences issued by the Council.
- 1.3 To authorise the Head of Community Services in consultation with the Chairman of the Licensing Committee, to set and make any minor alterations to the setting of fees and conditions in relation to the processing of applications for Licenced Animal Establishments.
- 1.4 To agree that the finalised policy be published on 6 January 2014.

8. **Licensing Act 2003** (Pages 65 - 144)

Report of Head of Community Services.

Purpose of Report

The development and adoption of the Statement of Licensing Policy is a statutory requirement under the Licensing Act 2003. The function of approving the Statement and the subsequent reviews of it are the responsibility of the Licensing Committee in accordance with Cherwell District Councils Constitution and Scheme of Delegation.

The current Statement was approved by Full Council for a period of three years on 9 December 2010. The publication date of the Statement of Licensing Policy was 5 January 2011.

The report now seeks final approval of the Statement of Licensing Policy.

Recommendations

The Meeting is recommended:

- 1.1 To consider the proposed alterations on the draft statement of licensing policy and decide whether any draft policies should be altered, omitted or others included.
- 1.2 To authorise the Head of Community Services in consultation with the Chairman of the Licensing Committee, to make any minor alterations to the policy should the publication of regulations make expressed policies inconsistent with the regulations (NB – this would only apply up to the point of publication on Monday 6 January 2014, thereafter any alterations would be subject to full consultation in accordance with the Licensing Act 2003).

9. Proposed Stand for Hackney Carriages (Pages 145 - 152)

Report of Head of Community Services

Purpose of Report

The new development in Pioneer Square, Bicester, incorporated provision for a stand for Hackney Carriages to assist in the provision of public transport within the town. In order for this stand to be effective, the Licensing Authority has undertaken consultation, and the report seeks approval from the Licensing Committee to formally adopt the stand.

Recommendations

The Meeting is recommended:

- 1.1 To consider the responses submitted during the consultation period and approve the adoption of the new stand.
- 1.2 To authorise the Head of Community Services to arrange for the relevant signage to be put in place for the stand to become effective

10. Licensing Department Updates (Pages 153 - 156)

Report of Head of Community Services.

Purpose of report

The report advises the Licensing Committee of current and future developments within the Licensing Department

Recommendation

The meeting is recommended:

- 1.1 To note the report.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01327 322365 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

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If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Dave Parry, Democratic and Elections
dave.parry@cherwellandsouthnorthants.gov.uk, 01327 322365

Sue Smith
Chief Executive

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