

Meeting LC m 11:12  
Date: 14 June 2011

## South Somerset District Council

**Draft Minutes** of a meeting of the **Licensing Committee** held at **the Council Offices, Brympton Way Yeovil** on **Tuesday 14 June 2011**.

(10.00am – 10.45am)

### PRESENT:

#### Members:

Dave Bulmer	Roy Mills
Tony Fife until (10.25 am)	David Norris
Jenny Kenton	David Recardo
Tony Lock	Linda Vijeh
Paul Maxwell	Martin Wale (Chairman)
	William Wallace

#### Officers:

Anne Herridge	Committee Administrator
Nigel Marston	Licensing Manager

***NB: Where an executive or key decision is made, a reason will be noted immediately beneath the Committee's resolution.***

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### 1. Minutes (Agenda Item 1)

The minutes of the Licensing Committee held on 12 April 2011, copies of which had been circulated, were approved as a correct record and signed by the chairman of this meeting, Cllr Martin Wale

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### 2. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Cllrs Pauline Clarke, Nick Colbert and Nigel Mermagen.

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### 3. Declarations of Interest (Agenda item 3)

There were no declarations of interest.

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### 4. Public Participation (Agenda item 4)

#### Questions/comments from members of the public

There were no members of the public present at the meeting.

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## 5. The Public Fundraising Regulatory Association (PFRA) and SSDC (Agenda Item 5)

For the benefit of the new members of the Licensing Committee, the Licensing Manager explained the background of joint working between SSDC and the PFRA as detailed in the agenda report.

Over the last 12 months the PFRA had administered 68 face-to-face fund raising events and only 2 complaints had been received in relation to those fund raising activities during that period. The PFRA had dealt with both issues in a very professional and timely manner at no cost to SSDC.

The geographical area falling within the boundaries of Yeovil Town Council (YTC) was not covered by this agreement. Over the last 12 months YTC had administered 89 face-to-face fund raising collections on behalf of SSDC and it was reported during this period that no complaints had been received in relation to administering those collections.

Cllr Tony Lock declared a personal interest in this report as his partner is manageress of a store in Yeovil. He disagreed with the report, as he understood that YTC had recently received complaints. Fundraisers had been outside the same stores, which had had an affect on trade; apparently complaints had been made about that situation. Cllr Lock felt that YTC should be given the opportunity to join the partnership now that the agreement had proved so successful.

During discussion the following comments were made:

- It would be beneficial if the agreement covered the whole district (including YTC) in order to be more equal;
- It would appear that YTC had originally been misinformed as the opportunity to join had not been portrayed very well at the time as it was an unknown entity;
- YTC had delegated powers to administer face to face funding collections on behalf of SSDC;
- PFRA did tend to concentrate on major towns;
- A letter should be sent to YTC to offer them the chance to think about joining if the time was right, in order for their Policy Committee to be made aware of the opportunity.

The Licensing Manger would report back to the Licensing Committee as soon as he had found out if there was any restriction on how near one could stand to a trading entrance. Meanwhile members were agreeable to the recommendations in the agenda report with one additional recommendation regarding approaching YTC.

### RESOLVED:

That:

- (1) members noted the report;
- (2) members recommend to District Executive that the agreement should continue;
- (3) an annual monitoring report be brought to Licensing Committee; and
- (4) a letter be sent to YTC giving them the opportunity to join in the agreement with the PFRA.

*Lead Officer:* Nigel Marston, Licensing Manager  
*Contact Details:* [nigel.marston@southsomerset.gov.uk](mailto:nigel.marston@southsomerset.gov.uk) or (1935) 462150

## 6. Appointment of licensing Sub Committees (Agenda Item 6)

Cllr Peter Seib, Portfolio Holder for Regulatory and Democratic Services (including Licensing) explained to members why the report for this meeting had been deferred. He would work with officers to ensure a clear concise report regarding the regulatory function of Licensing Committee and sub committee was brought to members.

Meanwhile the Chairman agreed that there was a need to reappoint chairmen to the licensing sub committees, (all members were automatically part of that committee.) It was agreed to reappoint Cllrs Nigel Mermagen, Martin Wale, Tony Fife, Roy Mills and Linda Vijeh as chairmen of the Licensing sub Committee.

Cllrs Dave Bulmer and David Recardo were also appointed as additional chairmen of the Licensing sub Committees.

As Licensing sub committees only comprised of 3 members (including 1 chairman). It was suggested that new members of the Licensing Committee be asked to sit on hearings of the sub committee with 2 other experienced members as soon as possible in order to give them as much practice as possible.

The Licensing Manager would ensure that a report was presented to Licensing Committee members as soon as possible in order to explain the role of the sub committee and any related Special Responsibility Allowance (SRA) attached to the role of Licensing sub committee chairman.

It was suggested that new Licensing Committee members might like to attend with the officers when regular enforcement notices were issued.

*Lead Officer: Angela Cox Democratic Services Manager*  
*Contact Details: angela.cox@southsomerset.gov.uk or (01935) 462148*

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## 7. Licensing Committee Forward Plan (Agenda Item 7)

Members noted the current forward plan and wanted assurance that a report regarding the Licensing sub committee would be presented to members shortly.

The Licensing Manager handed members a copy of an article from a taxi magazine that had reported on SSDC officers success rate when spot checks had taken place on taxi's within the area.

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## 8. Next Meeting (Agenda Item 8)

Members noted that the next scheduled meeting of the Licensing Committee would take place on Tuesday 9 August 2011 at 10.00 am at the Council Offices, Brympton Way Yeovil.

*Anne Herridge Committee Administrator, Legal and Democratic Services SSDC*  
*anne.herridge@southsomerset.gov.uk or (01935) 462570*

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**Chairman**