

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Licensing and Regulatory Affairs Committee

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 24 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: Mrs S M Bayford, Miss S M Bell, F Birkett, Mrs T L Ellis,  
M J Ford, JP, L Keeble, A Mandry, Mrs K Mandry,  
Ms S Pankhurst, R H Price, JP and Mrs K K Trott

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Mrs C Heneghan.

**2. MINUTES**

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on 27 September 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**4. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct, the following declarations were made:-

Councillor A Mandry declared a non-pecuniary interest for minute 8 – Polling Station Review as he is a Council appointed Trustee to the Management Board of the Crofton Community Association.

Councillor Mrs K Mandry declared a non-pecuniary interest for minute 8 – Polling Station Review as she is a Council appointed Deputy Trustee to the Management Board of the Crofton Community Association.

Councillor Mrs P Bryant declared a non-pecuniary interest for minute 8 – Polling Station Review as she is a Member of the Rotary Club of Fareham.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. SPENDING PLANS 2017/18**

The Committee considered a report by the Director of Finance and Resources on the Committee's Spending Plans for 2017/18.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) agrees the revised budget for 2016/17;
- (b) agrees the base budgets for 2017/18; and
- (c) recommends the budget to Council for approval.

**7. FEES AND CHARGES 2017/18**

The Committee received a report by the Director of Finance and Resources on Fees and Charges for 2017/18.

Members discussed the on-going issue of trying to align fees and charges across the Boroughs of Fareham and Gosport. The Head of Environmental Health advised that this will be an item for discussion at the next Environmental Health Partnership meeting.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) agrees the fees and charges for 2017/18; and
- (b) recommends the fees and charges to Council for approval.

## **8. POLLING STATION REVIEW**

The Committee considered a report by the Head of Democratic Services on an interim Polling Station review.

Councillor A Mandry declared a non-pecuniary interest for this item as he is a Council appointed Trustee to the Management Board of the Crofton Community Association.

Councillor Mrs K Mandry declared a non-pecuniary interest for this item as she is a Council appointed Deputy Trustee to the Management Board of the Crofton Community Association.

Councillor Mrs P Bryant declared a non-pecuniary interest for this item as she is a Member of the Rotary Club of Fareham.

Members enquired whether consideration had been given to the use of the Rotary Club 'Wheel House' premises as an alternative polling station. The Head of Democratic Services advised that it had not been considered as part of the review presented in the report but that use of the hall could be considered in respect of future reviews.

RESOLVED that the Licensing and Regulatory Affairs Committee agrees to the use of Crofton Community Centre as a polling station for polling districts HH3 and HH4 and recommends this to Council for approval.

## **9. PRELIMINARY REVIEW OF THE LICENSING & REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME FOR 2016/17 & PRELIMINARY REVIEW OF THE COMMITTEE'S WORK PROGRAMME FOR 2017/18**

The Committee considered a report by the Head of Environmental Health which gives a preliminary review of the Committee's Work Programme for 2016/17 and the draft Work Programme for 2017/18.

The Chairman advised Members that Licensing training would be added to the 2017/18 Work Programme once Committee membership has been agreed at the Annual Council meeting in May.

At the request of Members, it was agreed that a verbal update report on the progress made in aligning the Fareham & Gosport charging structures would be added to the March meeting of the 2016/17 Work Programme.

RESOLVED that the Committee:-

- (a) note the progress on actions arising from the meeting held on 27 September 2016, attached as Appendix A to the report;
- (b) agree that a verbal update titled 'Fareham and Gosport Charging Structures' be included in the 2016/17 Work Programme for the 21 March 2017 meeting;
- (c) subject to the inclusion of (b) above, agree the Work Programme for 2016/17, attached as Appendix B to the report; and
- (d) gave initial consideration to the draft Work Programme for 2017/18, attached as Appendix C to the report

(The meeting started at 6.00 pm  
and ended at 6.45 pm).