

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

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

**Date:** Tuesday, 16 September 2014

**Venue:** Collingwood Room - Civic Offices, Fareham

**PRESENT:**

T M Cartwright, MBE (Vice-Chairman in the Chair)

**Councillors:** Mrs S M Bayford, Miss S M Bell, Mrs M E Ellerton,  
M J Ford, JP, L Keeble, Mrs K Mandry, Mrs S Pankhurst,  
R H Price, JP and Mrs K K Trott (deputising for D J Norris)



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from the Chairman, Councillor Mrs P M Bryant and from Councillors T J Howard and D J Norris.

## **2. MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 8 July 2014 be confirmed and signed as a correct record.

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised that, in accordance with recent set legislation, members of the public and press were able to audio and video record all meetings held in public by Fareham Borough Council.

It was confirmed that there had been no requests to film parts of this meeting of the Licensing and Regulatory Affairs Committee, but advised that, should members of the public wish to film the meeting, they would need to respect the wishes of other members of public who did not wish to be filmed.

The Chairman also made an announcement concerning the order of business for the meeting.

## **4. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct, the following Members declared interest in the matters indicated:

Councillor Mrs K Mandry – Review of Polling Districts and Polling Places – minute 6;

Councillor Miss S M Bell – Review of Polling Districts and Polling Places – minute 6;

Councillor R H Price, JP – Review of Polling Districts and Polling Places – minute 6;

Councillor M J Ford, JP – Review of Polling Districts and Polling Places – minute 6.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **DECISIONS UNDER DELEGATED POWERS**

## **6. REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

Councillors Mrs Mandry (Crofton Youth Centre), Miss Bell (Portchester Community Centre) and Ford (Victory Hall) all declared personal non-pecuniary interest in this item, indicating that they had connections with the management committees of the buildings in which the polling stations shown were located. Councillor Price declared that he was a member of Hampshire

Fire and Rescue Authority but that all administrative responsibility concerning the use of Fareham Fire Station and Portchester Fire Station as polling stations lay with Hampshire Fire and Rescue Service.

The Committee considered a report by the Director of Finance and Resources on the review of polling districts and polling places.

RESOLVED that:-

- (a) a draft proposal, based on the comments in Appendix A, be approved to proceed for consultation;
- (b) it be noted that the results of the consultation would be reported to the next meeting of the Committee; and
- (c) the officers be requested to note the comments relating to: the use of Harrison Primary School; a possible change to the polling station for Craigbank Court; the possibility of a polling station being located at the new Collingwood Court; car parking at the Locks Heath District Centre; the relative suitability of Portchester Parish Hall and the Castle Street Centre; possible alternative polling stations for residents of Brook Lane; access to Wicor Primary School and general suitability of polling stations in the ward; the suitability of Crofton Youth Club and Crofton Community Centre; and the use of a Portakabin as a polling station.

## **7. RESPONSE TO DEPUTATION TO COUNCIL**

The Committee considered a report by the Director of Community on a matter raised in a deputation to the Council meeting on 24 July 2014, which was referred to the Licensing Officers for consideration. It was noted that Mr Rogerson, who had made the deputation at the Council meeting, had sent an e-mail to members of the Committee concerning the report it had before it.

The Head of Environmental Health presented the report, explaining the issues it referred to and which had been raised in Mr Rogerson's deputation to the Council and his subsequent message to members of the Committee.

RESOLVED that:-

- (a) Mr Rogerson be thanked for his comments;
- (b) the content of the report be noted;
- (c) the Committee was satisfied with the current licensing procedures in place in respect of taxi and private hire driver applications;
- (d) the Head of Environmental Health be thanked for his most informative report and explanation of the circumstances; and
- (e) It be noted that the Council's licensing procedures were continually under review and that Mr Rogerson's help in some of the changes previously made to them be acknowledged.

**8. SIX MONTHLY MONITORING REPORT ON APPLICATIONS RECEIVED**

The Committee considered a report by the Director of Community on licensing applications received.

RESOLVED that the report be noted.

**9. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2014/15**

The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.

RESOLVED that:-

- (a) the progress on actions arising from the meeting of the Committee held on 8 July 2014 be noted;
- (b) the to be assigned item 'Annual Health and Safety Service Plan' be considered at the beginning of 2015/16, in May or June 2015;
- (c) it be noted that the officers were in contact with Peter Savill about arranging a further training session for members, possibly in December 2014;
- (d) it be noted that an application had been received from the taxi trade for a tariff increase and, although the decision on this was now an Executive function, the Committee would be invited to consider the request and make a recommendation to the Executive;
- (e) with reference to (d) above, an item be added to the work programme for 18 November 2014; and
- (f) subject to (b), (c) and (e) above, the work programme for 2014/15, as shown in Appendix B to the report, be confirmed.

(The meeting started at 6.00pm  
and ended at 7.30pm).