

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

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

**Date:** Thursday, 14 January 2021

**Venue:** Microsoft Teams Virtual Meeting

**PRESENT:**

**Councillor** M J Ford, JP (Chairman)

**Councillor** T M Cartwright, MBE (Vice-Chairman)

**Councillors:** I Bastable, Mrs S M Bayford, Miss S M Bell, F Birkett,  
Mrs P M Bryant, T Davies, J S Forrest, L Keeble, Mrs K Mandry,  
Ms S Pankhurst, R H Price, JP and Mrs C Heneghan

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor S Cunningham.

**2. MINUTES**

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee meeting held on 29 September 2020 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

At the invitation of the Chairman, the Head of Democratic Services provided Members with an update in respect of the Parliamentary Boundary Review 2018.

Members were reminded that at the last meeting, they were informed that the Government had announced that it would not implement a net reduction in the number of seats in the House of Commons from 650 to 600 and would, instead, introduce a Bill to amend the Rules of Redistribution.

The Head of Democratic Services advised members that the Bill to amend the Rules of Redistribution received Royal Assent in December and is now the Parliamentary Constituencies Act 2020.

The Head of Democratic Services went on to explain that the Boundary Commission for England has now formally begun a new review of all parliamentary constituencies in England. In reality this review starts again from scratch and the Commission has announced that each constituency will contain no less than 69,724 Parliamentary electors, and no more than 77,062. For reference, the number of Fareham electors at the December 2019 UK Parliamentary Election was 78,624. It can therefore be expected that there will be some amendment to Fareham's current parliamentary boundary.

Members were advised that the Boundary Commission will publish its initial proposals for new boundaries in early summer 2021. The publication of those proposals will begin an eight-week consultation period, during which the Commission will invite comments on the proposals to capture the views and knowledge of local residents. In early 2022, the Boundary Commission for England will also be travelling across England to hear from people in person. All comments will help the Commission further refine the boundary proposals before views are sought on any revisions later in 2022. The Commission must submit its final report and recommendations to the Speaker of the House of Commons by July 2023.

The Head of Democratic Services informed members that further details on this Review will be provided as they become available.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. ACTUAL REVENUE EXPENDITURE 2019/20**

Members received and considered a report by the Deputy Chief Executive Officer which provided details of the actual revenue expenditure for 2019/20 in respect of the services for which the Committee is responsible.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the report.

**7. SPENDING PLANS 2021/22**

Members received and considered a report by the Deputy Chief Executive Officer which detailed the overall level of revenue spending on the Committee's services and sought agreement for the revised revenue budget for 2020/21 and the base budget for 2021/22.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) agrees the revised budget for 2020/21;
- (b) agrees the base budgets for 2021/22; and
- (c) recommends the budget to Council for approval.

**8. FEES AND CHARGES 2021/22**

Members considered a report by the Deputy Chief Executive Officer which detailed the level of fees and charges for the Committees' services.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) agrees the fees and charges for 2021/22; and
- (b) recommends the fees and charges to Council for approval.

**9. REVIEW OF STATEMENT OF LICENSING POLICY**

Members received a report by the Head of Environmental Health which presented a revised, draft Statement of Licensing Policy for consideration following a 12-week period of consultation.

It was noted and agreed that at paragraph 2.9 of the revised draft policy, the planned date for the first homes to be occupied at Welborne should be checked with the Planning department and amended if it is no longer correct.

During the discussion of this item, it was agreed that at paragraph 5.9 of the revised draft policy the term "Coronavirus" should be replaced with "Covid-19" and that, in the same paragraph, the phrase "is still an issue" should be re-worded to provide greater clarity of meaning.

It was discussed and agreed that at paragraph 5.16 of the revised draft policy, the reference to “plastic” drinking vessels should be reworded to say “non-glass drinking vessels” so that the use of non-sustainable materials is not promoted.

RESOLVED that, having considered the representations arising from the statutory consultation exercise and subject to the amendments outlined above, the Licensing and Regulatory Affairs Committee recommends to the Executive that the revised draft Statement of Licensing Policy 2021-2026 be approved and referred to Council for adoption.

**10. PRELIMINARY REVIEW OF COMMITTEE WORK PROGRAMME 2019/21 AND DRAFT WORK PROGRAMME 2021/22**

The Committee received a report by the Head of Environmental Health which gave Members a preliminary review of the Committee’s Work Programme for 2019/21 and an opportunity to consider the draft Work Programme for 2021/22.

It was discussed and agreed that, following the appointment of any newly elected members to the Committee at the start of the new municipal year, a presentation be given at the meeting scheduled to take place on 08 June 2021 to provide an overview of the Committees’ responsibilities.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on actions arising from the meeting of the Committee held on 29 September 2020, attached as Appendix A to the report;
- (b) reviewed the Work Programme for 2019/21, attached as Appendix B to the report; and
- (c) agrees that, in respect of the 2021/2022 draft Work Programme, a presentation on the Committee’s Responsibilities be added to the agenda for the meeting scheduled to take place on 08 June 2021.

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