

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

**Date:** Tuesday, 28 January 2025

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** Mrs P M Bryant (Chairman)

**Councillor** Mrs J Needham (Vice-Chairman)

**Councillors:** C A Bainbridge, Mrs S M Bayford, F L Burgess, G Furnivall,  
Mrs P K Hayre, S P Ingram, A M J Murphy, A West and  
L J Whittle

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors I J Bastable and J M Englefield.

**2. COMMITTEE MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 26 November 2024 be confirmed and signed as a correct record.

**3. LICENSING PANEL MINUTES**

**(1) Minutes of meeting Wednesday, 20 November 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 20 November 2024 be confirmed and signed as a correct record.

**(2) Minutes of meeting Wednesday, 18 December 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 18 December 2024 be confirmed and signed as a correct record.

**4. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman put forward her thanks to Officers for the very useful and informative Opportunities Plan workshop that was held ahead of the committee meeting.

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**6. DEPUTATIONS**

There were no deputations made at this meeting.

**7. OPPORTUNITIES PLAN UPDATE**

The Committee received a report by the Assistant Director (Finance & ICT) which presented an update for Members on the Opportunities Plan.

Members noted that points raised at the workshop, that was held ahead of the Committee meeting, would be considered for inclusion in the Opportunities Plan to be presented at the meeting of the Executive scheduled to take place in March.

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

## **8. ACTUAL REVENUE EXPENDITURE 2023/2024**

The Committee received a report by the Assistant Director (Finance & ICT) which set out details of the actual revenue expenditure for 2023/24 in respect of the services for which the Committee is responsible.

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

## **9. SPENDING PLANS AND FEES & CHARGES 2025/26**

The Committee received a report by the Assistant Director (Finance & ICT) which presented the Spending Plans and the Fees and Charges 2025/26 for consideration by the Committee before being recommended to Council for approval.

It was noted that the fees and charges being put forward for consideration by the Committee were in respect of the financial year 2025/26 and not 2023/24 as stated in the recommendation of the report.

The Committee highlighted that a number of fees and charges are lower than those being charged by other Authorities in the local area and suggested that when considering the proposed charges next year, information be prepared and presented to the Committee to enable Members to consider whether there is a case for increasing any of these fees so that they are more closely aligned to other Authorities.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) reviewed and agrees the revised budget 2024/25;
- (b) reviewed and agrees the base budgets for 2025/26;
- (c) reviewed and agrees the fees and charges for 2025/26; and
- (d) recommends both the budget and the fees and charges to Full Council for approval.

## **10. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee received a report by the Head of Environmental Health which presented the Committee's Work Programme 2024/25 for review and the Committee's draft Work Programme 2025/26 for preliminary consideration.

Members enquired when the update on police licensing matters would be brought forward to the Committee. The Head of Environmental Health advised that the current Licensing Officer has only recently returned to post following a period of absence and that he would contact him to ascertain when, in the new municipal year, he would be available to attend a meeting of the Committee.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 26 November 2024, attached as Appendix A to the report;
- (b) reviewed the Work Programme 2024/25 attached as Appendix B to the report; and
- (c) gave initial consideration to the draft Work Programme for 2025/26 attached as Appendix C to the report.

(The meeting started at 6.01 pm  
and ended at 6.32 pm).

..... Chairman

..... Date