

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

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

**Date:** Tuesday, 19 November 2013

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

**PRESENT:**

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright (Vice-Chairman)

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

**Also Present:** Councillor Mrs K K Trott (minute 7)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D J Norris and N R Gregory.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 17 September 2013 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 Members declared interest in the matters indicated:

Councillor Mrs K K Trott – Street Trading Concessions – minute 7;

Councillor L Keeble – Street Trading Concessions – minute 7;

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

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

Councillor M J Ford – Review of Polling Districts and Polling Places – minute 6;

Councillor Mrs M E Ellerton – Review of Polling Districts and Polling Places – minute 6;

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

Councillor Mrs S M Bayford – Review of Polling Districts and Polling Places – minute 6.

**5. DEPUTATIONS**

The Committee received a deputation from Ms S Dunn in respect of minute 7 below, Street Trading Concessions.

RESOLVED that Ms Dunn be thanked for her deputation.

**MATTER SUBMITTED FOR CONFIRMATION**

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

Councillors Miss Bell (Portchester Community Centre), Mrs Mandry (Crofton Youth Centre), Ford (Victory Hall), Mrs Ellerton (Priory Park Community Hall), Price (Portchester Community Centre) and Mrs Bayford (Lockwood Community Centre) all declared personal non-pecuniary interests in this item, indicating that they had connections with the management committees of the buildings in which the polling stations shown were located.

The Committee considered a report by the Director of Regulatory and Democratic Services on a review of polling districts and polling places.

RECOMMENDED that:-

- (a) the amended scheme, as set out in Appendix A to the report, be approved;
- (b) the revised register of electors be published at the conclusion of the annual audit to reflect the approved scheme;
- (c) electors be advised of the changes to the electoral districts and polling stations in advance of the next election; and
- (d) a comprehensive review of the polling districts and polling places across the Borough be undertaken following the next scheduled elections to ensure a revised scheme is in place before 31 January 2015.

## **DECISIONS UNDER DELEGATED POWERS**

### **7. STREET TRADING CONCESSIONS**

Councillors Mrs Trott and Keeble declared personal non-pecuniary interests in this item, indicating that they were occasional customers of Dunns Catering.

The Committee's attention was drawn to the deputation referred to in minute 5 above.

At the invitation of the Chairman, Councillor Mrs Trott addressed the Committee during the consideration of this item.

The Committee considered a report by the Director of Regulatory and Democratic Services on Street Trading Concessions.

RESOLVED that Option 1 as detailed in paragraph 8 of the report be approved, as follows:

Subject to continued compliance with the Council's Street Trading Policy and Conditions, the existing trader's consent continue to be renewed annually for a further period of five years; and the three vacant consents be advertised and the Licensing Trading Concessions Panel select the traders it deems to have the most appropriate commercial offer for Fareham Town Centre and offer the three vacant consents to those traders; all consents would be renewed annually for a further five year period subject to compliance with the Council's Street Trading Policy and Conditions.

### **8. SPENDING PLANS 2014/15**

The Committee considered a report by the Director of Finance and Resources on spending plans for 20014/15.

It was noted that the Licences and Fees shown in Appendix A to the report included several new fees as a result of the Scrap Metal Dealers Act 2013, which came into force on 1 October 2013.

RESOLVED that:-

- (a) the revised budget for 2013/14 be approved;
- (b) the fees and charges for 2014/15 be approved;
- (c) the base budget for 2014/15 be approved; and
- (d) the officers be requested to arrange for a press release and an article in Fareham Today to advise residents of the provisions of the Scrap Metal Dealers Act 2013.

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

The Committee considered a report by the Director of Regulatory and Democratic Services on the Committee's Work Programme for 2013/14.

RESOLVED that:-

- (a) a members' training session be arranged prior to the scheduled meeting on Tuesday 21 January 2014;
- (b) subject to the availability of the trainers, the training session be arranged to commence at 4pm and to be of no more than two hours duration;
- (c) it be noted that the training would be carried out by Peter Savill, of the Legal Chambers used by the Southampton and Fareham Legal Partnership, together with Ben Attrill, a solicitor from the Partnership;
- (d) it be noted that there were currently no items of business for the meeting on 21 January 2014 and that, if no urgent matters arose in the meantime, the meeting might be cancelled;
- (e) the unassigned item on Individual Elector Registration (IER) be added to the work programme for 18 March 2014;
- (f) subject to (a) and (e) above, the work programme for 2013/14, as shown on Appendix A to the report, be confirmed; and
- (g) the progress on actions since the last meeting of the Committee, as shown in Appendix B to the report, be noted.

(The meeting started at 6.00 pm  
and ended at 6.41 pm).