

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

**Date:** Monday, 10 June 2024

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

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

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

**Councillors:** C A Bainbridge, I J Bastable, F L Burgess, J M Englefield,  
G Furnivall, A M J Murphy, A West, L J Whittle and S Dugan  
(deputising for Stephen P Ingram)

**Also  
Present:**



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs S M Bayford, Mrs P K Hayre and SP Ingram.

## **2. MINUTES**

### **(1) Minutes of meeting of Licensing and Regulatory Affairs Committee**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on Tuesday 12 March 2024 be confirmed and signed as a correct record.

### **(2) Minutes of meeting Thursday, 30 May 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on Thursday 30 May 2024 be confirmed and signed as a correct record.

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

The Chairman made the following announcement in respect of the statutory review of Parliamentary Polling Districts and Polling Places:

“At the last meeting of this committee, Members were presented with a report recommending the commencement of the statutory review of Parliamentary Polling Districts and Polling Places. Authority was delegated to the Assistant Director (Democracy), following consultation with myself as Chairman of this committee, to make amendments to the proposed timeline of the review in order to meet the statutory review in the event of the UK Parliamentary General Election being called before the review is completed. As that has now happened, I have agreed that the consultation be extended in order that voters' experience from the general election can be gathered and fed into the review. The review must be completed before 31 January 2025 and therefore the outcome of the consultation and recommendations will be brought to the November meeting of this committee.”

The Chairman also announced that Licensing training has been arranged for Monday 01 July 2024 at 3pm. Members were reminded that they must complete this training in order to sit on Licensing Panel hearings.

## **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. ROLES AND RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE**

The Committee received a presentation by the Head of Environmental Health and the Assistant Director (Democracy) which provided members with an overview of the responsibilities of the Licensing and Regulatory Affairs Committee. A copy of the presentation slides is attached to these minutes as Appendix A.

RESOLVED that the content of the presentation be noted.

**7. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee received a report by the Head of Environmental Health in respect of the Committee Work Programme for 2024/25.

In discussing the Work Programme it was noted that, as discussed at item 3 of the agenda, the item entitled 'Parliamentary Polling Districts and Polling Places: Consultation responses and proposals' will be moved from the meeting scheduled to take place on 22 July 2024 to the meeting scheduled to take place on 26 November 2024.

The Head of Environmental Health advised the Committee that the Gambling Statement of Principles is due to be reviewed during the current municipal year. It was therefore agreed that this be added to the agenda for the meeting scheduled to take place on 11 March 2025.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 12 March 2024, attached at Appendix A to the report; and
- (b) agrees the updated Work Programme for the 2024/25 municipal year as attached at Appendix B to the report, subject to the additions outlined above.

(The meeting started at 6.03 pm  
and ended at 7.15 pm).

..... Chairman

..... Date