

Crawley Borough Council

Minutes of Licensing Committee

10 June 2009 at 7.30 p.m.

Present:

Councillor A G Brown (Chair)

Councillor J Singh (Vice-Chair)

Councillors B K Blake, B M Brockwell, L Gilroy, R J Hull, S Kaur, B McCrow,
C J Redmayne, L A Seekings and D J Shreeves

Officers Present:

T. Baldock	Group Manager for Food, Licensing and Occupational Health
J. Green	Principal Democratic Services Officer
S. Kirby	Enforcement and Technical Services Manager
A Williams	Lawyer

Apologies for Absence:

Councillors B J Burgess and B J Quinn.

1. Minutes

The minutes of the meeting of the Committee held on 11 March 2009 were approved as a correct record, subject to a clerical correction to Appendix 1 relating to Private Hire Drivers' Licence Fees where the current and proposed charges for a Criminal Records Bureau Enquiry should read £36.

The minutes, as amended, were signed by the Chair.

2. Members' Disclosure of Interests

The following disclosures of interests were made by Members:-

Member	Minute Number	Subject	Nature of Disclosure
Councillor D J Shreeves	Minute 3	Minutes of the meeting of the Licensing Sub-Committee held on 30 March 2009	Personal and Non Prejudicial. Councillor Shreeves holds a personal liquor licence as a trainer.

Councillor D J
Shreeves

Minute 3

Minutes of the
meeting of the
Licensing Sub-
Committee held on
30 April, 2009

Personal and
Prejudicial. Councillor
Shreeves was the
applicant for the grant
of a personal licence
which was considered
by the Sub-
Committee at its
meeting on 30 April
2009.

3. Licensing Sub-Committee Minutes

The minutes of the following meetings of the Licensing Sub Committee were confirmed as a correct record, subject to two corrections to the minutes of the meeting of the Sub-Committee held on 30 April 2009 involving the amendment of the applicant's name to David John Shreeves in the list of attendees, and the amendment of the time of the closure of the meeting to 11.23 a.m. in Minute 25.

The minutes were then signed by the Members indicated below:-

Date	Sub Committee Minutes	Minutes signed by
30 March, 2009	Application for the grant of a new premises licence at 38 – 40, High Street.	Councillor D J Shreeves (Chair of the Panel)
27 April 2009	Review of premises licence at Total Convenience Store, Pelham Place, Broadfield.	Councillor B M Brockwell (Chair of the Panel)
27 April 2009	Review of premises licence at Somerfield Store, Broadfield Barton, Broadfield.	Councillor R J Hull (Chair of the Panel)
30 April 2009	Application for a personal licence by Mr D J Shreeves	Councillor B McCrow (Chair of the Panel)

4. Hackney Carriage and Private Hire Licence Fees 2009/10

The Committee was reminded that, at its meeting on 11 March 2009, it had agreed, for the purposes of consultation, fees for vehicle and operator licences as set out in Appendix 2 to the minutes of that meeting.

Despite there being no legal requirement to do so, consultation had also taken place on the hackney carriage and private hire drivers' licences which were set out in Appendix 1 to the minutes of the meeting of 11 March.

As a result of the consultation, the Committee had before it representations which had been received urging the Council not to increase (or even to reduce) fees during the

current economic downturn which was adversely affecting trade. In total three letters of representation had been received, these being from the Crawley Hackney Association, the Gatwick Airport Drivers' Association and Mr Ebrahim of the Crawley Licensed Cab Drivers' Association.

Due to concern expressed by some Members at the previous meeting about the impact of increasing the licence fees during the current economic climate, the Group Manager for Food, Licensing and Occupational Health reported that he had discussed the scope for deferring any increase with the Head of Finance and Procurement. In this connection, the Committee was reminded that the Council was required to set fees at a level which would cover the cost of the service without making any additional profit. The Head of Finance and Procurement had taken the view that, with inflation at its current rate and taking into consideration the likely level of the 2009/10 staff pay settlement, he would not be concerned if the Committee were to decide to leave fees at the 2008/09 level.

The Committee, therefore, considered the matter in the light of this advice and the various representations. Whilst there was a degree of support for a small increase in the level of fees to reduce the possibility of a larger rise in 2010/11 and also to provide for any unexpected shortfall in income, the Committee finally concluded that fees should remain at the current level. It was confirmed that such a decision would not need to be the subject of a further public advertisement.

RESOLVED

That the fees for hackney carriage and private hire driver, vehicle and operator licences for the current financial year remain at the level set for 2008/09

5. Approval of the Food Safety and Port Health Plan 2009 - 2010

The Committee considered report ES/215 of the Head of Environmental Services which explained that it was a requirement of the framework agreement used by the Food Standards Agency for the Council to produce a Food Service Plan and that this had to be drawn to the attention of members.

The Plan had therefore been considered by the Portfolio Holder for Environmental Services and was now before the Committee for consideration. It looked back over the period April 2008 to March 2009 and went on to deal with the current year (April 2009 to March 2010).

The Group Manager for Food, Licensing and Occupational Health gave a full presentation on the Plan and the service provided by his Division to the meeting and, at the request of the Committee, undertook to circulate a copy of his presentation to Members.

RESOLVED

That the Food Safety and Port Health Plan 2009 – 2010 be approved.

6. Approval of the Health and Safety Service Plan 2009 - 2010

The Committee considered report ES/214 of the Head of Environmental Services which explained that the Health and Safety Commission required all local authorities to create a service plan setting out how their statutory obligations concerning health

and safety would be discharged. Revised guidance required the Plan to be drawn to the attention of Members.

The Plan had therefore been considered by the Portfolio Holder for Environmental Services and was now before the Committee for consideration. It looked back over the period April 2008 to March 2009 and went on to deal with the current year (April 2009 to March 2010).

The Plan also contributed to the Local Area Agreement through influence with regard to National Indicators 182 (satisfaction of business with local authority regulatory services) and 119 (self-reported measure of people's overall health and well being).

The Group Manager for Food, Licensing and Occupational Health gave a full presentation on the Plan and the service provided by his Division to the meeting and, at the request of the Committee, undertook to circulate a copy of his presentation to Members.

RESOLVED

That the Health and Safety Service Plan 2009 – 2010 be approved.

7. Closure of Meeting

With the business of the Committee concluded, the Chair declared the meeting closed at 8.45 p.m.

A G BROWN
Chair