

Crawley Borough Council

28 February 2012

Agenda for the **Licensing Committee** which will be held in Committee Room B, Town Hall, Crawley, on **Wednesday 7 March 2012 at 7.30pm**

Nightline Telephone No. (01293) 551636



Head of Legal and Democratic Services

Members: Councillors B McCrow (Chair), V Cumper (Vice Chair), B K Blake, N Boxall, B J Burgess, L R Gilroy, M G Jones, S Kaur, P K Lamb, J L Millar-Smith, C Oxlade, B J Quinn, D J Shreeves, K Trussell and K Williamson

EMERGENCY PROCEDURE FOR MEETINGS – FIRE

Details of fire evacuation procedures will be circulated to Members and Visitors attending this meeting. Please familiarise yourself with these procedures and the location of fire exits. Thank you for your co-operation.

Please contact Mez Matthews (Legal and Democratic Services Division) if you have any queries regarding this agenda.

Telephone number: 01293 438920

Email: mez.matthews@crawley.gov.uk

Business - Part A

1. Minutes

To approve as a correct record the minutes of the meeting of the Committee held on 5 January 2012 ([Enclosure A](#)).

2. Apologies for Absence

3. Members' Disclosures of Interest

In accordance with the Council's Code of Conduct, members of the Council are reminded that it is a requirement to declare interests which are Personal or Personal and Prejudicial, where appropriate.

4. Hackney Carriage Improvements: Disability Awareness

To consider report [PES/066](#) of the Head of Planning and Environmental Services **(Enclosure B)**.

5. Private Hire and Hackney Carriage Licence Fees 2012-2013: Objections

To consider report [PES/065](#) of the Head of Planning and Environmental Services **(Enclosure C)**.

6. Review of Street Trading Policy

To consider report [PES/067](#) of the Head of Planning and Environmental Services **(Enclosure D)**.

7. Meetings of the Licensing Sub Committee: Proposals for 2012/13

Meetings of the Licensing Sub Committees are currently arranged on an ad hoc basis which has often meant that dates are organised which are later found to be unsuitable for either Sub Committee Members, the Applicant or Interested Parties. Consequently it has been necessary on several occasions to re-arrange a Sub Committee meeting which has been very costly in officer time and certainly not ideal for Councillors and other parties.

Under the circumstances, the Chair and Deputy Leader (as Portfolio Holder for the corporate calendar of meetings) has agreed that Licensing Sub Committee dates should be set in advance for the whole of 2012/13. This will enable Councillors to be aware of potential Sub Committee dates, and the dates can be advertised on the website for members of the public.

Although the dates below will be added to the Corporate Calendar, a Sub Committee will only take place if required and will be marked as provisional. Five Sub Committees took place in 2010/11, and for 2011/12 so far two meetings of the Sub Committee have taken place. As far as possible, the Sub Committee dates have been organised to take place fortnightly, on alternate days, to take account of other regular meetings and commitments of Councillors.

The dates are as follows:

Date	Pre Meeting Time	Sub Committee Time
Thursday 31 May 2012	10.00am	10.30am
Thursday 7 June 2012	10.00am	10.30am
Tuesday 26 June 2012	6.00pm	6.30pm
Wednesday 11 July 2012	10.00am	10.30am
Thursday 26 July 2012	6.00pm	6.30pm
Monday 13 August 2012	6.00pm	6.30pm
Monday 3 September 2012	10.00am	10.30am
Tuesday 18 September 2012	6.00pm	6.30pm
Wednesday 3 October 2012	10.00am	10.30am
Wednesday 17 October 2012	10.00am	10.30am
Monday 5 November 2012	10.00am	10.30am
Tuesday 20 November 2012	10.00am	10.30am
Tuesday 4 December 2012	6.00pm	6.30pm
Wednesday 19 December 2012	6.00pm	6.30pm
Thursday 3 January 2013	6.00pm	6.30pm
Monday 21 January 2013	10.00am	10.30am
Tuesday 5 February 2013	10.00am	10.30am
Wednesday 20 February 2013	6.00pm	6.30pm
Thursday 7 March 2013	10.00am	10.30am
Monday 25 March 2013	10.00am	10.30am
Tuesday 9 April 2013	6.00pm	6.30pm
Wednesday 24 April 2013	10.00am	10.30am
Thursday 9 May 2013	6.00pm	6.30pm

RECOMMENDATION

The Committee is asked to approve the principle of setting dates for meetings of the Sub Committee a year in advance, and notes the dates proposed for 2012/13.

8. Supplemental Agenda

Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.

Please note that Members requiring refreshments should contact Hayley Thorne on 01293 438625 no later than 48 hours before the meeting

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