

Minutes of the **Licensing Committee**
of the **Test Valley Borough Council**
held in Conference Room 1, Beech Hurst, Weyhill Road, Andover
on Thursday, 28 September 2023 at 5.30 pm

Attendance:

Councillor C Donnelly (Chairman)

Councillor I Andersen
Councillor J Budzynski
Councillor D Cattell

Councillor D Drew
Councillor R Kohli
Councillor L Matthews

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Apologies

Apologies for absence were received from Councillors Cooper, Daas, Dunleavey, Ford, Gwynne, L Lashbrook and P Lashbrook.

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Public Participation

There was no public participation.

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Declarations of Interest

There were no declarations of interest.

220

Urgent Items

There were no urgent items to consider.

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Minutes of the previous meeting

Councillor Donnelly proposed and Councillor Budzynski seconded the motion that the minutes of the previous meeting were an accurate record. Upon being put to the vote the motion was carried.

Resolved:

That the minutes of the meeting held on 12 January 2023 be confirmed and signed as a correct record.

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Minutes of Licensing Sub-Committees

Councillor Andersen proposed and Councillor Cattell seconded the motion that the minutes of the previous meeting were an accurate record. Upon being put to the vote the motion was carried.

Resolved:

That the minutes of the Licensing Sub-Committees held on 11 January, 27 March, 6 July and 24 August 2023 be confirmed and signed as a correct record.

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Licensing Summary 2022/23

The report of the Licensing Manager provided a summary of licences and associated activity under the Licensing Act 2003, Gambling Act 2005, taxi licensing and the Scrap Metal Dealers Act 2013.

The Licensing Section of the Legal and Democratic Service carries out a variety of work to support the statutory responsibility of the Borough Council to undertake various licensing functions set within the different pieces of legislation governing licensable activities.

The following recommendations were proposed by Councillor Budzynski and seconded by Councillor Drew and unanimously agreed by the Committee.

Resolved:

That the contents of the report be noted.

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Licensing Enforcement Policy and Service Standards

The Legal and Democratic Service is responsible for a number of areas of work where enforcement action may be necessary. As such it is appropriate to have an Enforcement Policy giving customers an indication of what they can expect when dealing with the Council.

The Licensing Manager presented a revised Policy for adoption together with Service Standards which describe the level of service that customers should expect.

The following recommendations were proposed by Councillor Andersen and seconded by Councillor Kohli and unanimously agreed by the Committee.

Resolved:

- 1. That the Enforcement Policy and Service Standards set out as Annexes to this report are adopted in respect of all the licensing functions, except Scrap Metal Dealer licensing, and any associated enforcement work undertaken by the Licensing Section of the Legal and Democratic Service.**

Recommended to Cabinet:

- 2. That the Enforcement Policy and Service Standards set out as Annexes to this report are adopted in respect of Scrap Metal Dealer licensing and any associated enforcement work undertaken by the Licensing Section of the Legal and Democratic Service.**

(The meeting terminated at 5.59 pm)