

Licensing Committee

Minutes of a meeting of the **Licensing Committee** held in the **Telscombe Room, Southover House, Southover Road, Lewes** on **Wednesday 16 April 2014** at 12.00noon.

Present:

Councillor J Stockdale (Chair)

Councillors G R Amy, S J Gauntlett, P Gander, J M Harrison-Hicks and R Robertson

Officers Present:

Ms Z Downton, Committee Officer

Ms J Fletcher, Solicitor

Mr E Hele, Principal Environmental Health Officer

	Minutes	Action
18	<p>Minutes</p> <p>The Minutes of the meeting held on 24 February 2014 were approved as a correct record and signed by the Chair.</p>	
19	<p>Apologies for Absence/Declaration of Substitute Members</p> <p>Apologies for absence had been received from Councillors C Butler and P A Howson.</p>	
20	<p>Street Trading in Lewes District</p> <p>The Committee considered Report No 56/14 which presented to councillors the comments received during the public consultation on the draft Street Trading Policy and which sought approval of a new Street Trading Policy across Lewes District, together with the application processes and conditions applicable to traders.</p> <p>As background, the Principal Environmental Health Officer explained that the draft Street Trading Policy, application processes and conditions had been considered by the Licensing Committee at its meeting on 24 February 2014. As instructed by the Committee at that meeting, a consultation on the draft Policy was undertaken with statutory partners and interested parties, as listed under paragraph 1.5 of the Report.</p>	

The Principal Environmental Health Officer drew the councillors' attention to the comments received during the consultation relating to the fee structure and level of fees, as summarised under paragraph 3.1 of the Report.

The Committee reviewed and discussed all the comments received, as summarised under Appendix 4 and set out in full under Appendix 5. The Committee also considered the subsequent amendments added to the draft Policy documentation as a result of the comments received, and which had been highlighted by officers by the use of a different font at the appropriate places throughout Appendices 1, 2 and 3 of the Report.

The Principal Environmental Health Officer advised that, subject to any amendments made by the Committee, he would send the fully amended and formatted documentation to the Chair of the Licensing Committee for information.

PEHO

Resolved:

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| <p>20.1 That the consultation comments received, as shown under Appendix 4 of Report No 56/14, be noted;</p> | |
| <p>20.2 That the text amendments arising from the consultation and comments received, as highlighted in the revised Street Trading Policy, application processes and conditions shown under Appendices 1, 2 and 3 of Report No 56/14, be agreed, subject to:</p> <p style="margin-left: 40px;">(a) The insertion of the word 'East' before 'Sussex Fire and Rescue Service' under the first bullet point in section 6 of Appendix 1 on page 13;</p> <p style="margin-left: 40px;">(b) The deletion of the words 'or around' from under the first General Condition of Appendix 3 on page 24; and</p> <p style="margin-left: 40px;">(c) General Condition No 16, as set out under Appendix 3 on page 25, being listed higher within the first ten in the order of conditions;</p> | <p>Director of Service Delivery/
PEHO</p> <p>PEHO</p> <p>PEHO</p> <p>PEHO</p> |
| <p>20.3 That it be agreed that the new Street Trading Policy, application processes and conditions be implemented from 1 May 2014;</p> | <p>Director of Service Delivery/
PEHO</p> |
| <p>20.4 That the revised level of fees introduced for a Consent variation at the rate of £10 and for an annual Consent at the rate of £700 be agreed;</p> | <p>Director of Service Delivery/
PEHO</p> |
| <p>20.5 That the eligibility for waiving fees for Consents be agreed;</p> | <p>PEHO</p> |
| <p>20.6 That the responsibility to waive fees, in respect of private and community group trading, be delegated to the Principal Environmental Health Officer in consultation with the Cabinet Member for Environment and the Chair of the Licensing Committee</p> | <p>PEHO</p> |

be agreed;

20.7 That delegated powers continue to remain with the Principal Environmental Health Officer to determine non-contentious properly made applications; and

PEHO

20.8 That it be noted that a review of the new Street Trading Policy will be undertaken after twelve months and a further report be presented to the Licensing Committee at such time.

PEHO/
Committee
Officer to
note

21 Date of Next Meeting

Resolved:

21.1 That it be noted that the next meeting of the Committee would be called as necessary.

**All to
note**

The meeting ended at 12.55pm.

J Stockdale
Chair