



**Lewes District Council**

## **Licensing Committee**

**Minutes** of a meeting of the **Licensing Committee** held in the **Ditchling Room, Southover House, Southover Road, Lewes** on **Thursday, 14 September 2017** at 2.00pm

### **Present:**

Councillor I Linington (Chair on election)  
Councillors L Boorman, B Bovington, S Gauntlett and T Rowell

### **Officers Present:**

E Hele, Functional Lead for Quality Environment (Specialist Services)  
S Lindsey, Licensing Officer  
J Norman, Committee Officer  
M Wilkinson, Solicitor

## **Minutes**

### **1 Election of Chair of this Meeting**

#### Resolved:

- 1.1** That Councillor Linington be elected Chair of the Licensing Committee for the duration of the meeting.

### **2 Minutes**

The Minutes of the meeting held on 9 February 2017 were approved as a correct record and signed by the Chair.

### **3 Apologies for Absence/Declaration of Substitute Members**

Apologies for absence had been received from Councillors S Adeniji, W Botting, W Elliott, J Harrison-Hicks and A Loraine.

## **Action**

#### 4 Urgent Items

The Chair advised that she had agreed, in accordance with Section 100B(4)(b) of the Local Government Act 1972, that a verbal update by the Functional Lead for Quality Environment regarding *Pedestrian Precinct Licensing* be considered as a matter of urgency.

#### 5 Pedestrian Precinct Licensing

The Functional Lead for Quality Environment (FLQE) provided a verbal briefing on the background, history and proposed action regarding Pedestrian Precinct Licensing within the District and the Council's need to establish a protocol on the use of the precincts as part of an addendum to a revised Street Trading Policy.

Members' discussion included:

- Concern about the effect the increased number of street traders had on existing businesses within the District.
- How the Committee and Officers could work together to establish a protocol for the use of Pedestrian Precincts within the District.

Officers responded that:

- It was difficult for Officers to deal with the increased number of street traders without a comprehensive policy for Pedestrian Precincts within the District.
- They would distribute a list of questions to each member of the Committee directly following the meeting, which would help guide Officers in producing a draft policy to bring to Members at the next meeting of the Committee.

FLQE

Resolved:

- 5.1** That Officers produce a draft protocol on the use of the Pedestrian Precincts as part of an addendum to a revised Street Trading Policy, which would be reported to a future meeting of the Committee.

FLQE

Reason:

To establish a policy on how Pedestrian Precincts are used within the Lewes District.

#### 6 Review of Statement of Licensing Policy for 2017 - 2022

The Committee considered Report No 120/17 which sought the Committee's approval of the amended *Statement of Licensing Policy* as set out in Appendix 1 on pages 15 to 31 of the Report.

Members' discussion included:

- Minor wording changes to the last paragraph on page 15 of the Report.

Officers responded that:

- The words “minimizing the regulatory burden and business” in line 2 of the last paragraph on page 15 of the Report would be removed.

Resolved:

- 6.1 That the proposed changes made to the Licensing Policy be agreed;
- 6.2 That a 28 day consultation period for the revised Licensing Policy be agreed;
- 6.3 That following the 28 day consultation period, the FLQE, in consultation with the Chair of the Committee, be delegated to consider the consultation responses, if any, and decide whether the revised Licensing Policy should be brought to a future meeting of the Committee prior to it being sent to Full Council at its next meeting on 6 December 2017; and
- 6.4 That the Committee recommend to Full Council that the revised Licensing Policy be approved with effect for a 5 year period from 7 December 2017.

FLQE/  
Chair

Reason:

To comply with the provisions of the Licensing Act 2003 to enable the proper discharge of the Council’s responsibilities for the regulation of alcohol sales, regulated entertainment and late night refreshment within the District.

## 7 Adoption of the District Council’s Film Authorisation Procedures

The Committee received Report No 121/17 which sought the Committee’s approval for the drafting of *Film Authorisation Procedures* to make provision for authorising certified and un-certified films, as the Council did not currently have formal procedures in place to fully comply with Section 20 of the Licensing Act 2003.

Members’ discussion included:

- Whether or not unclassified films would be viewed by the Committee prior to the film’s exhibition.
- Viewing and authorising films that have already been classified by the British Board of Film Classification (BBFC).

Officers responded that:

- Unclassified films would be viewed by two of the Council’s Licensing Officers 28 days prior to the film’s exhibition.
- The Committee may be requested to view and authorise a film that has already been classified by the BBFC in two different circumstances:
  - a) a distributor of a film may appeal against the decision of the BBFC and request that the Council re-classifies (authorises) the

film for local screening with recommendations on age restrictions; and

- b) an independent party may request that the Council re-classify a film.

Resolved:

- 7.1** That the Film Authorisation Procedures listed in Appendix A on pages 41 to 49 of Report No 121/17 be approved;
- 7.2** That authorisation of film classifications for films which have not been classified by the BBFC or previously to the Council, be delegated to those Officers currently delegated to approve Licensing applications under the Licensing Act 2003; and
- 7.3** That the Assistant Director of Legal and Democratic Services be authorized to update the Constitution to reflect the introduction of the Film Authorisation Procedures.

ADL&  
DS

Reason:

To introduce Film Authorisation Procedures to deal with the classification of films at Lewes District Council.

The meeting ended at 2.48pm.

I Linington  
Chair