



Licensing Committee

Date: Thursday, 2nd June, 2011
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman: Cllr A E Hill
Vice Chairman: Cllr A R Green

Councillors: D G H Barnes, W J Bendyshe-Brown, R Gaffney, S Graham, C B Harriss, M Knight, Ms R Knight, S Lacey, Ms P L Lee, J Richards OBE, J A Savage, R J Scott, D A C Shakespeare OBE

Standing Deputies

Councillors: Z Ahmed, D J Carroll, J A Malliff, T Snaith, 1 vacancy

Agenda

Item		Page
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2.	DECLARATIONS OF INTEREST To receive any declaration of personal or personal and prejudicial interest by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting. Members are reminded that if they are declaring an interest, whether personal or personal and prejudicial, then (subject to paragraph 14 of the Code of Conduct) they should state the nature of that interest whether or not they leave the meeting.	
3.	MINUTES OF THE PREVIOUS MEETING To confirm the minutes of the meeting held on 20 January 2011 (attached).	1 - 4
4.	LICENSING ACT 2003 - ROLES AND FUNCTIONS OF THE COMMITTEE As an aide for new members to the Committee, Brian Whittall, Licensing	5 - 14

Officer and Mrs Kiran Khanna (Principal Solicitor), will give an introduction to the Licensing Act 2003 and briefly cover the function and roles of the Licensing Committee.

Licensing Panel Hearings

One of the main functions of the Committee is to hold Licensing Panel Hearings. Panel membership comprises 3 Members of the Committee and Hearings are convened on an ad hoc basis, as and when required, to determine applications for new or variations of existing licences where objections have been received. The Licensing Officer and Principal Solicitor will explain the process and procedure for Licensing Panels.

Attachments:

- Appendix A Schedule of Hearings since the previous meeting
- Appendix B Licensing Act 2003 – Members' Guide
- Appendix C Procedure at Oral Hearings under the Licensing Act 2003
- Appendix D Information Sheet – Role of Members in Relation to Licensing Panels

5. TRAINING - NEW AND EXISTING MEMBERS

To discuss training needs and consider options for a forward training programme.

6. QUESTIONS

An open session for any further questions.

7. SUPPLEMENTARY ITEMS, IF ANY

8. URGENT ITEMS, IF ANY

For further information, please contact Diana Davis, Democratic Services 01494 421635, diana_davis@wycombe.gov.uk