



Licensing Committee Agenda

Date: Thursday, 26th January, 2012
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman: Cllr Alan Hill
Vice Chairman: Cllr Tony Green

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

Standing Deputies

Councillors Z Ahmed, I Bates, D J Carroll, G C Hall and T Snaith

Agenda

Item		Page
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2.	MINUTES OF THE PREVIOUS MEETING To confirm the minutes of the meeting held on 2 June 2011 (the meeting on 10 November 2011 was cancelled).	1 - 2
3.	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.	

Item	Page
4. TRAINING AND INFORMATION SESSION Officer Contacts: Mrs Caroline Steven Tel: 01494 - 421222 Email: caroline_steven@wycombe.gov.uk Mrs Kiran Khanna Tel: 01494 421264 Email: kiran_khanna@wycombe.gov.uk Executive Summary <p>Under the Licensing Act 2003, the local authority is responsible for determining applications made under the Act. This function is delegated to a Licensing Panel of three members. Any Member wishing to take part in Panel Hearings must have received appropriate training, ideally at least every two years.</p> <p>It is proposed to devote this meeting to training, with a view to bringing as many members as possible up to date with training needs and to offer a refresher of the processes involved.</p> <p>Training on 26 January will aim to give all Committee Members the opportunity to recap the aspects of the Act relating to Licensing Panel Hearings. It will enable Members to raise questions and Officers to provide guidance and assistance on key points and procedures in a training environment.</p> Members' Guide and Training Notes <p>The Members' Guide was re-issued in June 2010 and a copy is attached for ease of reference, together with the procedure guides for Panels and Determinations. All Members of the Committee should have a copy of WDC's Licensing Policy (copies available on request).</p> <p>A copy of the training notes prepared for the Committee's June meeting is also attached.</p> Outcomes and Next Steps <p>It will be the aim to give every Member the training and confidence to take part in Licensing Panels.</p>	3 - 12
5. SCHEDULE OF LICENSING PANELS HELD SINCE THE PREVIOUS MEETING	13 - 14
6. SUPPLEMENTARY ITEMS (IF ANY)	
7. URGENT ITEMS (IF ANY)	

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

Licensing Committee Minutes

Date: 2 June 2011

Time: 7.00 - 8.25 pm

PRESENT: Councillor A E Hill (in the Chair)

Councillors Z Ahmed, D H G Barnes, R Gaffney, S Graham, A R Green, C B Harriss, Ms R Knight, S P Lacey, Ms P L Lee, J L Richards OBE and J A Savage, T Snaith

* Denotes Standing Deputy

Apologies for absence were received from Councillors W J Bendyshe-Brown, M E Knight and R J Scott

1 CHAIRMAN'S WELCOME

The Chairman welcomed all Members, in particular the newly elected Councillors, to the first meeting of the Licensing Committee in the new Council year and invited everyone make introductions.

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 20 January 2011 be agreed as a true record and signed by the Chairman.

4 LICENSING TRAINING - LICENSING ACT 2003

Mr Brian Whittall, Licensing Officer, and Mrs Kiran Khanna, Principal Solicitor, gave a presentation which outlined legal and procedural aspects relating to the functions and objectives of Licensing Panels. The presentation covered issues including the role of Members at panel hearings, personal and prejudicial interests, the Licensing Act 2003 statutory guidance and rights of appeal. Mention was made of the Council's excellent record with regard to appeals, adding that whilst some decisions had been taken to appeal at the Magistrates Courts, none had been successfully challenged.

The Council's Statement of Licensing Policy was mentioned and it was noted that the policy was reviewed and updated every 3 years, the latest review taking place in 2010.

Throughout the presentation, there was opportunity for Members to ask questions and to look in detail at the many aspects of licensing law and legal processes. The Licensing Officer referred to the recent Wycombe 'summit' meeting to which all licence holders in the town centre and many stakeholders had been invited and which had been well attended. He said the meeting had been a success in celebrating the good progress of the town centre, and referred to the importance of sound teamwork between the licensing authority and licence holders to achieve their common goals of the promotion of a vibrant town, a place for people to enjoy and be safe and where businesses could grow and be successful.

Attention was drawn to a successful panel hearing several years previously where there had been much local animosity towards the licensing application concerned. The panel had been able to bring all sides together, address the issues of concern and had achieved consensus on the terms and conditions of the licence, to the eventual satisfaction of all. The Licensing Officer said this had been a very good outcome for the panel.

The part played in the licensing process by other regulatory authorities, such as control of noise / pollution, was explained, together with the right to call for a review of a licence if its terms and conditions were not met.

The Chairman drew the discussions to a close by thanking the Licensing Officer and Principal Solicitor for a very interesting presentation. He said that on 13 June 2011 two licensing panels would take place in the Council Chamber and he said that any Members interested in observing the proceedings would be very welcome to attend.

Chairman

The following officers were in attendance at the meeting:

Mrs K Khanna	- Principal Solicitor
Mr B Whittall	- Licensing Officer
Mrs D Davis	- Democratic Services

LICENSING ACT 2003

MEMBERS' GUIDE

The Legal Situation

- Applications are made to the Licensing Authority (WDC) for licences to cover licensable activities provided to the public as defined by the Act:
 - Sale or supply of alcohol
 - Music and dancing
 - Exhibition of films
 - Public performance of plays
 - Indoor sporting events
 - The provision of late night refreshment
- A premises licence will be required for any place where regulated entertainment and/or the sale or supply of alcohol will take place. Any sale of alcohol will need to be authorised by a personal licence holder.
- Applicants must serve all **variation** and **new** applications on 7 Responsible Authorities (police, fire, planning, control of pollution, health and safety, child protection and weights and measures) as well as advertising the details of the application both on the premises and in a local newspaper.

How it affects Members

- Any Responsible Authority, Interested Party (any person living or business trading in the vicinity of the premises) or their representative can make a representation in relation to the application within 28 days of the application being submitted.
- A Parish Council acting as a body is considered to be an interested party and as such can make a representation in their own right where there is evidence to suggest that any application may adversely affect local residents. The same situation applies to other bodies which represent interested parties.
- Members of WDC are interested parties and may make representations and apply for a review of a licence in their own right if they believe the licensing objectives are affected.
- Parish Councillors and County Councillors, who are not also Members of WDC are entitled to represent any interested party (who has made a valid representation) at any stage of the process should they be requested to do so by that person (written evidence should be provided to this effect) and so long as they do not have a prejudicial interest.
- Members and Parish Councillors may also make representations if they are personally affected by any application.
- Any Member who has made a representation or applied for a review will almost certainly have a prejudicial interest and they should declare their interest. Under the new Code of Conduct, the Member will be able to attend that part of the Panel hearing in which members of the public have a right to attend and speak. Alternatively, they may appoint a representative to attend on their behalf.

- If a Member has made a representation in relation to an application for a licence, they may still have a prejudicial interest in any subsequent review or variation application.
- Members who have a prejudicial interest may not sit on a Licensing Panel to consider the application in which they have that interest.
- The Monitoring Officer will be able to assist with any queries in relation to prejudicial interests.
- Members who do not sit on the Licensing Panel should be careful about lobbying members of the Panel, to avoid the Panel Member being accused of bias. All written representations should be submitted to the Licensing Officer, instead of direct to a Panel member and Members are advised not to discuss individual cases with a Panel member outside the remit of a Panel hearing. A Member making a representation as an interested party has the same rights as any other interested party and must not seek to improperly influence any other Member or officer making a decision on a licensing matter.
- In addition, Members should not pressurise Licensing Officers to make any particular recommendation as regards applications or representations.
 - All ward Members and parish / town councils are notified of relevant new and variation applications.
- As an interested party, a Member may appeal against the decision of a Licensing Panel. However, the Member should seek advice on whether they are indemnified by the Council for any legal costs incurred in such an appeal.
- Full applications can be viewed or further details sought on any aspect of the application process by contacting the Licensing Unit on 01494 421222 or 421346.
- Any representation must be concerned with one or more of the licensing objectives:
 - **The Prevention of Crime and Disorder**
 - **Public Safety**
 - **The Prevention of Public Nuisance**
 - **The Protection of Children from Harm**
- Mediation is made available where appropriate, to allow relevant parties to attempt to resolve areas of conflict.
- Where mediation is not appropriate or is unsuccessful a hearing is convened for the Licensing Panel (sub-committee of the Licensing Committee) to hear all relevant parties and determine the application.

Should you require further information about the licensing regime please do not hesitate to contact:

Caroline Steven
 Licensing Team Leader
 DDI 01494 421222
 Internal ext 3222
caroline_steven@wycombe.gov.uk

or

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 Licensing Officer
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June 2010

WYCOMBE DISTRICT COUNCIL

PROCEDURE AT ORAL HEARINGS BEFORE THE COUNCIL'S LICENSING PANEL UNDER THE LICENSING ACT 2003

1. The Panel will be assisted on matters of law and procedure by their Legal Advisor ("the Legal Advisor") who will be one of the Council's Solicitors.
2. The Panel will be sent the report and associated papers in advance of the hearing and will come to the panel meeting having read the papers and familiarised themselves with the application.
3. The hearing will be in public, unless the Panel decide that it is in the public interest to exclude the public from all or part of a hearing. The Licensing Authority has determined that it is in the public interest to exclude the public, including all parties, from that part of the hearing when the Panel are deliberating in order to reach their decision.
4. The Chairman (or if he or she wishes, the Legal Advisor) will briefly explain the procedure to all parties and will introduce the Members of the Panel and other persons present. He or she will explain the role of the Panel and the Legal Advisor.
5. Any party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.
6. If a party is unrepresented, the Legal Advisor to the Panel may assist them in presenting their case and this assistance may include asking them Questions for the purpose of clarifying their representation.
7. Any party wishing to call another person (other than a person representing them) to make oral representations must provide details of this in advance of the hearing. At the beginning of the hearing, the Panel will consider any such requests and confirm whether permission is granted for that person to speak.
8. The purpose of an oral presentation is for a party to amplify their written application or representation and no new representations should be made at the hearing. In order to ensure fairness, all parties will be given a reasonable period for their oral presentation (including presentations made by another person on their behalf). The Chairman will determine what constitutes a reasonable period. In the case of interested parties, where the representations relate to the same or similar issues, a spokesperson should be appointed where possible to speak on their behalf. The Panel's decision on the length of oral presentations is final.
9. The Panel will generally allow parties to ask questions of other parties and the procedure outlined below allows for this. However, the Panel may stop a party asking questions if they feel the questions are unnecessary. Parties are reminded to treat other parties with respect and any form of harassing or excessive questioning will not be tolerated. In such a case, the Chairman will ask the party to discontinue that type of questioning and may ask the party to leave if they are disrupting the proceedings.
10. Any person disrupting the proceedings, whether a party or not, may be asked to leave the hearing and will only be permitted to return on such conditions as the Panel shall specify.

11. At the commencement of the hearing the applicant will be given the opportunity to suggest any amendments they may wish to make to their application with a view to addressing issues raised within any representation.
12. If the Panel believe that a condition may be appropriate to deal with a particular representation, they may put this matter to the applicant. The condition may be subsequently imposed upon the licence, if granted, should the Panel consider it to be necessary.
13. ORDER OF ORAL PRESENTATIONS
 - a. The Licensing Officer will present the report on the application and outline any objections received. He or she will refer in particular to objections and representations where a party has chosen not to attend the hearing.
 - b. Any party may question the Licensing Officer.
 - c. The Panel may question the Licensing Officer.
 - d. Any responsible body having made a written representation may present their case.
 - e. Any other party may question a responsible body.
 - f. The Panel may question a responsible body.
 - g. An interested party, having made a written representation, may present their case.
 - h. Any other party may question an interested party.
 - i. The Panel may question an interested party.
 - j. The Applicant may present their case.
 - k. Any other party may question the Applicant.
 - l. The Panel may question the Applicant.
14. The Legal Advisor will raise any relevant legal points and if any are raised, the parties will have an opportunity to respond to any legal advice given.
15. The Panel, their Legal Advisor and any person present solely for the purpose of taking notes of the meeting will then withdraw or will require other persons, including all parties, to leave the room in order for the Panel to determine the application.
16. The Panel will come to a decision.
17. The Legal Advisor will by letter inform the Applicant, the Licensing Officer and any person who has made a representation (whether or not they were present at the meeting) of the Panel's decision within the time limits as set out in Regulations.

WYCOMBE DISTRICT COUNCIL

LICENSING PANEL

PROCEDURE WHERE ALL PARTIES HAVE AGREED TO DISPENSE WITH NEED FOR HEARING UNDER THE LICENSING ACT 2003

1. The Panel will consist of three Members of the Licensing Committee. Panel members can be assisted on matters of law and procedure by their Legal Advisor (“the Legal Advisor”) who will be one of the Council’s Solicitors.
2. Each Member of the Panel will receive a report from the Licensing Officer containing a copy of the application, the relevant representations received and copies of written confirmation from all parties dispensing with the need for a hearing. This report will normally be sent electronically to the three Members.
3. The Members of the Panel will not formally meet, however they may discuss the application with each other and may seek legal advice. Details of all discussions and legal advice sought must be sent to all three Members.
4. The Members must first decide whether they agree to dispense with a hearing and secondly whether they agree to grant the application on the conditions agreed between the parties. In these cases, the parties will have been formally consulted on the actual wording of the conditions and agreement will have been sought for the conditions.
5. If a Member agrees to the matters referred to in paragraph 4 they should confirm the same by sending an email to the Licensing Officer and copying the same to the Committee Administrator and Legal Advisor.
6. If all three Members agree to the hearing being dispensed with and the application being granted subject to the agreed conditions, a decision notice will be prepared by the Legal Advisor and the licence issued by the Licensing Officer.
7. If at least one Member disagrees with the application being granted, a formal meeting will be arranged by the Committee Administrator in order for the three Members to discuss the application. A majority decision should be reached.
8. If the Members by majority decision decide that the licence cannot be granted on the conditions agreed or a hearing should not be dispensed with, then a hearing should be arranged by the Committee Administrator and notice should be given to the parties in accordance with the statutory timescales.

9. All correspondence and discussions must be recorded and passed to the Committee Administrator who will retain the same as a formal record of the decision making process. These documents will be available to the public, unless the Panel Members decide it is in the public interest to exclude them.

TRAINING FOR LICENSING PANEL MEMBERS

Kiran Khanna
Brian Whittall

Introduction

- Licensing functions
 - Sale by retail of alcohol
 - Supply of alcohol by club
 - Provision of regulated entertainment
 - Provision of late night refreshment
 - Licensing objectives
 - Prevention of crime and disorder
 - Public safety
 - Prevention of public nuisance
 - Protection of children from harm
- Other issues such as moral judgements or business need whether from the public, responsible bodies or Councillors legally cannot be taken into consideration

Scheme of Delegation

- Licensing Panel
 - All applications where a relevant representation has been made and not withdrawn.
 - Must hold a hearing, unless all parties agree to dispense with this.
 - May grant the licence, grant with additional conditions or refuse the licence. Any conditions imposed must be necessary to promote the licensing objectives and must relate to the representations made or be consistent with the operating schedule.

Scheme of Delegation

- Officers
 - Applications where no relevant representation is made.
 - In these cases, the licence will be granted, subject to mandatory conditions and those conditions which are consistent with the operating schedule.
 - Decision as to whether a representation is frivolous or vexatious – if in doubt, the Officer will forward to the Panel for them to determine at the hearing.

Role of Members at hearings

- Personal & Prejudicial Interests
- Common Law Bias
- Members acting in a representative capacity
- Members conduct at hearings

Member interest

- Must make your own decision on what if any interest you may have in any given application
- If in doubt Members should seek legal advice
- Members must comply with the obligations set out in the Members' Code of Conduct

Personal interest

- Part 2 – pages 5A-5 Members code of conduct sets out where a personal interest can arise
- Where any member has a personal interest in any business of the Council, must disclose the existence and nature of the interest at the commencement of the hearing

Prejudicial interest

- Where a member has a personal interest, you also have prejudicial interest:
- Where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant to prejudice the Members' judgment in the public interest

Prejudicial interest

- Any Member that makes a representation will have a prejudicial interest so should declare the interest
- You can attend and speak at a hearing – with same rights as general public only
- Can appoint a representative
- Same rights, therefore you must not improperly influence any other member or officer in a licensing matter

Consultation

- All Members are informed of any licensing application affecting their ward
- Ward Councillors have legitimate right to inform residents of applications
- Can assist with process of making a representation or application
- But must NOT attempt to influence outcome

Common Law Bias

- Occurs where there is pre-determination without hearing the full facts
- Members who do not sit on a panel should not lobby other Members who do
- Members should not pressurise Licensing Officers to make any particular decision or recommendation

Licensing Panel

- Quasi-judicial body – rules of natural justice must be followed
- Most hearings will be in public
- Hearsay evidence is admissible
- Must consider application on its own merits
- Decision must be pass the Wednesbury reasonableness test
- Civil standard of proof
- Take into account all relevant information

Licensing Panel

- Must only make a decision in accordance with the legislation
- Must take into account the national guidance and the Council's own Statement of Licensing Policy
- Must give full reasons for its decision and record the information it took into account

Licensing Panel Procedure

- Set procedure for Panel hearings
- This ensures fair hearing
- Chairman of Panel responsible for ensuring procedure is followed.
- Panel members can intervene to ensure parties are treated fairly and to expedite matters.

Human Rights

- Article 6 – the right to a fair hearing
- Article 8 – respect for private and family life
- Article 1, First Protocol – peaceful enjoyment of possessions

Human Rights

- How to decide whether an act is compatible
- Is there a Convention right at stake?
- Is there an interference with that right?
- Does the interference have a legitimate aim?
- Is the interference required because of a pressing social need?
- Is the interference proportionate to its aim?
- Is the interference acceptable in a democratic society?

Appeals

- Applicant and objectors have a right of appeal to the Magistrates Court
- At the appeal hearing, the Council will call witnesses
- Therefore it is important that the original decision is recorded along with the information taken into account by the panel and the reasons for the decision it took
- On appeal, the court may dismiss the appeal, substitute an alternative decision or remit the case back to the licensing authority

Licensing Act 2003 and Statutory Guidance

- Can only act in accordance with statutory power
- Must take into account statutory guidance, but may depart from it in suitable circumstances
- Relevant parts of the guidance will be set out in Licensing Officer's report

Statement of Licensing Policy

- Must take Policy into account
- May depart from Policy in appropriate circumstances
- Policy will be kept under review and comments on Policy should be referred to Licensing Committee

Temporary Licences

- Temporary Event Notice or TEN
- These are small-scale, temporary events which authorise licensable activities without the need for a premises licence, club premises certificate or designated premises supervisor
- There are certain limitations: no more than 12 Notices per calendar year. No more than 499 persons, no longer than 96 consecutive hours
- TEN'S take precedent over a premises licence/club premises certificate
- A panel cannot limit TEN'S or apply conditions to them
- MUST give a minimum of 10 working days notice

New Mandatory Conditions

- In principle the new mandatory conditions are sensible (if not cumbersome) and the principles are straightforward
- It is doubtful that they are enforceable or will result in any appreciable changes
- The conditions are loosely drafted and prosecutions for their breach are unlikely
- For example.....

"Irresponsible drinks promotions".

- The "responsible person" has to take "all reasonable steps" to ensure that staff do not carry out, arrange or participate in the irresponsible promotions as defined.
- This doesn't prevent 'irresponsible' games in or of itself, it just bans the staff from doing it, or arranging it.
- So customers can still drink a yard of ale, do a "boat race" etc. but the "management" cannot be involved in organising it.

Case Law

- **4 Wins Leisure Ltd v Licensing Committee for Blackpool Council**
Whether or not an individual resides or carries on a business "in the vicinity" of the licensed premises is ultimately a matter of fact to be decided not by the courts but by the licensing authority with the benefit of its own local knowledge
- **Thwaites plc v Wirral Borough Magistrates Court**
The magistrates' decision was unlawful in circumstances where they proceeded without proper evidence and gave their own views excessive weight
- **Lumina Leisure Ltd v Wakefield District Council**
Evidence of crime and disorder away from the proposed premises can be taken into account, even where those issues arise in areas beyond the direct control of the licensee
- **Birch Hse Business Centre Ltd v Denbighshire C.C**
Court awarded £24k costs against Council as the police had misled the Committee in their presentation of evidence. The Council also had to bear responsibility for not scrutinising what they were being shown with more care. There was a responsibility on the Council to call for original and reliable evidence

Case Law continued

- **Bassetlaw v Worksoop**
Strictly speaking, the provisions of the 2003 Act cannot be used for punishment. However, deterrence is an appropriate objective, and one contemplated by the Criminal Justice Act 2003. The Court of Appeal held that the Council was entitled to award costs for its activity on the premises (in this case, the sale of alcohol to underage persons)
- **Crawley Borough Council v Attenborough**
The applicant had the benefit of a licence, but the respondent's actions attached to it should be dealt to the independent bystander and enforceable. It must be apparent from reading the licence what the conditions mean
- **St Albans DC v Patel**
Residents who knew about potential disturbance before they moved in had few grounds for challenging the nuisance as the publican had made his best endeavours to reduce that nuisance
- **Murco Petroleum Limited v Bristol City Council**
It is open to a licensing authority to compel applicants for licences under the Licensing Act 2003 to answer its questions concerning the application, and defer consideration of the application until answers have been received. The Committee's decision was not an abuse of its powers. The applicant's failure to answer the questions was an abuse of its power under section 176 of the Act in relation to being used primarily as a garage

LICENSING COMMITTEE
Thursday 26 January 2012

Schedule of Panel Hearings + Determinations since the previous meeting (2 June 2011)

Date	Type	Panel	Application / Premises	Decision
13 Jun 11	New Premises Licence	Cllrs Green, Harriss and Savage	Ayyas Cash and Carry	Agreed with modifications
13 Jun 11	New Premises Licence	Cllrs Harriss, Green and Savage	Pizza Hut / Imani Foods	Agreed with modifications
11 Jul 11	New Premises Licence	Cllrs Green, Hill and Barnes	Jimmy's Pizza	Agreed with modifications
15 Aug 11	Determination	Cllrs Barnes, Green and Lacey	Martin McColl Ltd	Agreed with modifications
25 Aug 11	Variation	Cllrs Hill, Bendyshe-Brown and Lacey	Best One Express	Agreed with modifications
29 Sep 11	Variation	Cllrs Harriss, Savage and Hill	The Fox	Hearing canx
6 Oct 11	Determination	Cllrs Hill, Harriss and Savage	Moms Diner	Agreed with modifications
10 Oct 11	New Premises Licence	Cllrs Hill, Richards and Bendyshe-Brown	256 Desborough Road	Hearing canx
20 Oct 11	Variation	Cllrs Hill, Green and Scott	Barnes News	Refused
24 Oct 11	New Premises Licence	Cllrs Harriss, Green and Ms Lee	Corner Express	Agreed with modifications

Date	Type	Panel	Application / Premises	Decision
24 Nov 11	Review	Cllrs Harriss, Hill and Richards	The Ship	Licence upheld with modifications
1 Dec 11	Determination	Cllrs Bendyshe-Brown, Hill and Lacey	The Plough, 3 Little Marlow Road	Approved with modifications
2 Dec 11	Review	Cllrs Harriss, Richards and Scott	Best One Express	Licence upheld
9 Jan 12	Variation	Cllrs Green, Bendyshe-Brown and Richards	The Fox Country Inn Hotel	Approved with modifications
13 Jan 12	New Premises Licence	Cllrs Green, Hill and Lacey	11 Ford Street, Wycombe Marsh	Approved with modifications

Further details of any hearing are available on request.

All agendas, reports, notes of meetings and decision notices are available to view on the intranet – follow this link:

<http://wdc-vm-mgapp01:9070/ieListMeetings.aspx?Committeeld=303>