



## Licensing Sub-Committee

**Date:** Wednesday, 2 October 2019  
**Time:** 10.00 am  
**Venue:** Committee Room A, South Walks House, South Walks Road, Dorchester, DT1 1UZ (DT1 1EE for sat nav)

**Membership: (Quorum 3 )**  
Councillors Derek Beer, Piers Brown and Emma Parker

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**Chief Executive:** Matt Prosser, South Walks House, South Walks Road, Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

**For more information about this agenda please telephone Democratic Service 01305 252234 [kate.critchell@dorsetcouncil.gov.uk](mailto:kate.critchell@dorsetcouncil.gov.uk) or 01305 224202 [elaine.tibble@dorsetcouncil.gov.uk](mailto:elaine.tibble@dorsetcouncil.gov.uk)**

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Members of the public are welcome to attend this meeting with the exception of any items listed in the exempt part of this agenda. **Please note** that if you attend a committee meeting and are invited to make oral representations your name, together with a summary of your comments will be recorded in the minutes of the meeting. Please refer to the guide to public participation at committee meetings for more information about speaking at meetings.

There is a Hearing Loop Induction System available for public use on request. Please speak to a Democratic Services Officer for assistance in using this facility.

### **Recording, photographing and using social media at meetings**

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# **A G E N D A**

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## **1 APOLOGIES**

To receive any apologies for absence.

## **2 DECLARATIONS OF INTEREST**

To receive any declarations of interest.

## **3 ELECTION OF CHAIRMAN, INTRODUCTIONS AND PROCEDURE**

5 - 6

To elect a Chairman for the meeting.

## **4 PUBLIC PARTICIPATION**

To receive questions or statements on the business of the committee from town and parish councils and members of the public.

## **5 URGENT ITEMS**

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

## **6 EXEMPT BUSINESS**

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 1 of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.

## **7 DETERMINATION OF AN APPLICATION FOR A PERSONAL LICENCE**

7 - 20

To consider a report of the Team Leader – Licensing

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## LICENSING SUB-COMMITTEE PROCEDURE

1. At the start of the meeting the Chairman will introduce:
  - the members of the sub-committee
  - the officers present
  - the parties and their representatives
2. The Chairman will then deal with any appropriate agenda items.
3. The Licensing Officer will be asked to outline the details of the application
4. The applicant or their representative is then invited to present their case.
5. Committee members will be invited to ask questions.
6. The Chairman may then allow an opportunity for questions.
7. Parties will then “sum up” their case.
- 8.. The Chairman will ask the Legal Advisor if all relevant points have been addressed before advising all parties that the sub-committee will withdraw from the meeting to consider its decision in private. The sub-committee will be accompanied by the Democratic Services Officer and the Legal Advisor to offer Procedural advice and legal guidance.
9. On returning the Chairman will:
  - Notify all those present of the sub-committee’s decision (or indicate when it will be made)
  - Inform that detailed reasons will follow in writing (unless given on the day)
  - Inform those present of their right to appeal to the Magistrates’ Court

## NOTE

Under no circumstances must the parties or their representatives offer the sub-committee information in the absence of the other parties.

The Chairman and the Committee have discretion whether to allow new information or documents to be submitted and read at the hearing.

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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