



**North East
Derbyshire**
District Council

Our Ref: DS/AJD
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Date: Friday 26 June 2020

Dear Councillor

Licensing & Gambling Acts Sub-Committee

Please attend a meeting of the Licensing & Gambling Acts Sub-Committee to be held on **Tuesday, 7 July 2020 at 1.00 pm**. The meeting will be held through virtual meeting software. Access credentials to the meeting will be sent to you under separate cover.

Yours sincerely

A handwritten signature in black ink that reads "Sarah Steuberg".

Joint Head of Corporate Governance and Monitoring Officer

To: Councillors P R Kerry, H Liggett, S Pickering, M Roe and R Welton

A G E N D A

1 Appointment of Chair for the Meeting

2 Declarations of Interest

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

3 Matters of Urgency

To consider any other matter which the Chair of the Sub-Committee is of the opinion should be considered as a matter of urgency.

4 Exclusion of Public

The Chair to Move:-

“That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Paragraph 7, Part 1 of Schedule 12A to the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006)”.

5 Report of the Licensing Team Leader (Pages 6 - 122)

- ❖ (a) Report No LTL/01/20-21/KR - To Hear Representations made under the Licensing Act 2003 – The Royal Volunteer Public House, 63 Market Street, Clay Cross, Chesterfield, S45 9JQ

6 Matters of Urgency - Closed Session

To consider any other matter which the Chair of the Sub-Committee is of the opinion should be considered as a matter of urgency.

- ❖ Denotes item(s) where the power to make a decision is delegated to the Sub-Committee.

Please see attached the Procedure for Hearings under The Licensing Act 2003



North East Derbyshire
District Council

***We speak
your language***

Polish

Mówimy Twoim językiem

French

Nous parlons votre langue

Spanish

***Hablamos su
idioma***

Slovak

***Rozprávame Vaším
jazykom***

Chinese

我们会说你的语言

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If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

PROCEDURE FOR HEARINGS UNDER THE LICENSING ACT 2003 HELD BY CONFERENCE CALL

- 1 The Clerk to the Committee will explain the procedures for conducting the Licensing Sub-Committee using Conference Technology
- 2 The Chair of the Sub-Committee will remind elected Members of the Code of Conduct and request them to declare the existence and nature of any disclosable pecuniary interest or significant other interest in any matter arising from the case(s) to be considered and to withdraw from the hearing.
- 3 The Sub-Committee shall comprise five Members appointed from the Licensing Committee of the Council, the Quorum is three Members and one will act as Chair.
- 4 The Chair of the Sub-Committee will:
 - (a) Welcome everyone to the hearing and ask those present to introduce themselves.
 - (b) Indicate that the procedure for the hearing will be as required in the Licensing Act 2003 (Hearing) Regulations 2005 and will take the form of a discussion led by the licensing authority.
 - (c) Indicate that this hearing shall take place in public, except where (as defined in regulations) the Public Interest requires the public exclusion. A party or any person assisting or representing a party may be treated as a member of the public.
 - (d) Indicate that at the hearing a party shall be entitled to:
 - (i) in response to a point which the Council has given notice that it will want clarification under the Regulations, give further information in support of their application, representations or notice;
 - (ii) subject to permission by the Chair of the Sub Committee allow you to question any other party present; and
 - (iii) address the Sub-Committee.
 - (e) Indicate that in considering any representations or notice made by a party, the authority may take into account documentary or other information produced by a party in support of their application, representation or notice (as applicable) either before the hearing or, with the consent of all the other parties at the hearing.
- 5 The Sub-Committee will consider any request made by a party for permission for another person to appear at the hearing, other than the person he/she intends to represent him/her at the hearing. Such permission shall not be unreasonably withheld.

- 6** The order for submissions by each party to the hearing will be:

 - (a) The Licensing Officer
 - (b) The Objectors
 - (c) The Applicants
- 7** After each of the above submissions the Members of the Sub-Committee will be entitled to ask questions of the relevant party.
- 8** Each party will be allowed the equal maximum period of time in which to exercise their rights.
- 9** The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing.
- 10**

 - (a) Regarding failure of parties to attend the hearing held through Conference Call; if the authority has not been notified then it may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date or continue to hold the hearing in their absence.
 - (b) Where the authority holds a hearing in a party's absence it will consider the application, representations or any notice made.
 - (c) Where the authority adjourns the hearing to a specified date it will notify each party of the date, time and place, to which the hearing has been adjourned.
- 11** The parties will be entitled to make closing submissions. The closing submission of any applicant for a licence will follow the closing submissions of the representatives of any objectors.
- 12** The Licensing Sub-Committee may, after hearing the representations ask all parties, except the legal adviser and the Governance Services representative to withdraw from the meeting in order to enable the Sub-Committee to deliberate in private. They will be contacted and asked re-join the meeting following the Sub-Committee's deliberations
- 13** In most cases the authority will make its determination at the conclusion of the hearing. In all cases specified in the Hearing Regulations, the authority will make its written determination within a period of five or ten working days as appropriate.