



Waverley Borough Council
Council Offices, The Burys,
Godalming, Surrey
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To: All Members of the LICENSING AND
REGULATORY COMMITTEE
(Other Members for Information)

When calling please ask for:
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Calls may be recorded for training or monitoring
Date: 7 July 2015

Membership of the Licensing and Regulatory Committee

Cllr Simon Inchbald (Chairman)	Cllr Mike Hodge
Cllr Patricia Ellis (Vice Chairman)	Cllr Peter Isherwood
Cllr Maurice Byham	Cllr Anna James
Cllr Kevin Deanus	Cllr Carole King
Cllr John Fraser	Cllr Libby Piper
Cllr Tony Gordon-Smith	Cllr Bob Upton

Substitutes

Cllr Chris Storey	Cllr John Williamson
Cllr Nick Williams	

Dear Councillors

A meeting of the LICENSING AND REGULATORY COMMITTEE will be held as follows:

DATE: THURSDAY, 16 JULY 2015
TIME: 10.00 AM
PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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NOTE FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

AGENDA

1. **APPOINTMENT OF CHAIRMAN**

To confirm the appointment of Cllr Simon Inchbald as Chairman of the Licensing and Regulatory Committee for the Council Year 2015/16.

2. **APPOINTMENT OF VICE-CHAIRMAN**

To confirm the appointment of Cllr Patricia Ellis as Vice-Chairman of the Licensing and Regulatory Committee for the Council Year 2015/16.

3. **MINUTES**

To receive the minutes of the meeting held on 19 March 2015 (to be laid on the table half an hour before the meeting).

4. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

To receive apologies for absence and to report any substitutions.

5. **DECLARATIONS OF INTEREST**

To receive from members declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

6. **QUESTIONS**

The Chairman to respond to any questions received from members of the public in accordance with Procedure Rule 10.

7. **ACTION AUTHORISED**

To receive any action taken by the Executive Director after consultation with the Chairman and Vice-Chairman since the last meeting.

LICENSING ACT 2003 ITEMS

There are no items for discussion under this heading.

OTHER LICENSING ITEMS

8. **BRIDGE STREET, GODALMING - CONFIRMATION OF CONSENT** (Pages 5 - 8)

The designation of Bridge Street, Godalming as a Consent Street is subject to a Notice of Intention which expired on 30 June 2015. No objections have been received and the Licensing and Regulatory Committee is requested to confirm the designation.

Recommendation

It is recommended to the Council that:

1. **pursuant to paragraph 2(1) of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, the following street in the Borough of Waverley be designated as a Consent Street: Bridge Street, Godalming (from the junction with The Burys to the north and Wharf Street and High Street to the south); and**
2. **a public notice confirming this decision and specifying the commencement date of 28 August 2015 be published accordingly.**

9. **DECISION-MAKING PROTOCOL FOR SCRAP METAL DEALERS LICENSING** (Pages 9 - 16)

The proposed protocol formalises the decision-making process for Scrap Metal Licence applications and identifies the steps to take where decisions may be contentious. This protocol will need to be ratified as an Executive function.

Recommendation

That the Waverley Borough Council Decision-Making Protocol for Scrap Metal Dealers Licensing be recommended to the Executive for endorsement.

10. **PROPOSED AMENDMENTS TO WAVERLEY BOROUGH COUNCIL STREET COLLECTION GUIDELINES** (Pages 17 - 22)

The purpose of the report is to enable the Council to consider proposed amendments to the Street Collection guidelines against which applications for such collections will be considered. The Council's Street Collection guidelines were originally approved on 13 February 2002 and amended on 27 May 2010.

Recommendation

It is recommended that the Licensing and Regulatory Committee considers the proposed amendments to the Guidelines for the Grant of Street Collections in Waverley and makes the appropriate recommendation to the Council.

11. MINUTES OF THE MEETINGS OF THE LICENSING (GENERAL PURPOSES) SUB-COMMITTEE (Pages 23 - 34)

To receive the Minutes of the Meetings of the Licensing (General Purposes) Sub-Committee held on 19 March and 22 June 2015.

Recommendation

It is recommended that the Minutes of the Meetings of the Licensing (General Purposes) Sub-Committee held on 19 March and 22 June 2015 be noted.

12. MINUTES OF THE MEETINGS OF THE LICENSING ACT 2003 SUB-COMMITTEES (Pages 35 - 42)

To receive the Minutes of the Meetings of Licensing Sub-Committee A held on 30 March 2015 and of Licensing Sub-Committee B held on 13 April 2015.

Recommendation

It is recommended that the Minutes of the Meetings of the Licensing Act 2003 Sub-Committee A held on 30 March 2015 and Sub-Committee B held on 13 April 2015 be noted.

13. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That pursuant to Procedure Rule 20 and in accordance with Section 100B(5) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Act (to be identified, as necessary, at the meeting).

14. LEGAL ADVICE

To consider any legal advice relating to any items in the agenda.

**For further information or assistance, please telephone
Maureen Brown, Democratic Services Officer, on 01483 523225 or by
email at maureen.brown@waverley.gov.uk**