

AGENDA

Meeting: Licensing Committee

Place: Council Chamber - County Hall, Bythesea Road, Trowbridge, BA14 8JN

Date: Monday 4 December 2023

Time: 10.30 am

Please direct any enquiries on this Agenda to Lisa Pullin of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 713015 or email lisa.pullin@wiltshire.gov.uk

Press enquiries to Communications on direct lines 01225 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Peter Hutton (Chairman)	Cllr Kevin Daley
Cllr Allison Bucknell (Vice-Chairman)	Cllr Andrew Davis
Cllr Steve Bucknell	Cllr Ruth Hopkinson
Cllr Trevor Carbin	Cllr Jerry Kunkler
Cllr Daniel Cave	Cllr Tim Trimble
Cllr Sam Charleston	Cllr Robert Yuill

Substitutes:

Cllr David Bowler	Cllr Charles McGrath
Cllr Bob Jones MBE	Cllr Stewart Palmen
Cllr Jacqui Lay	Cllr Nic Puntis
Cllr Dr Brian Mathew	

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

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For assistance on these and other matters please contact the officer named above for details

AGENDA

1 **Apologies and Substitutions**

To receive any apologies and details of any substitutions.

2 **Minutes** (*Pages 7 - 18*)

To confirm and sign the minutes of the meeting held on 6 March 2023 (copy attached).

3 **Chairman's Announcements**

4 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Monday 27 November 2023** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **Wednesday 29 November 2023**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Licensing Appeals Update**

To receive an update on any appeals lodged against Licensing Sub Committee decisions.

7 **Minutes of the Licensing Sub Committees** (*Pages 19 - 88*)

To receive and sign the minutes of the following Licensing Sub Committees:

Eastern Area Licensing Sub Committee

- 19.04.23 Application for a Premises Licence, The Community Centre, Winterbourne Monkton, Swindon
- 20.06.23 Application for a Premises Licence, Krumbz Café, Kennet Place, Marlborough

Northern Area Licensing Sub Committee

- 26.07.23 Application for a Premises Licence, Calne Bike Meet, Calne Recreation Ground, Off Anchor Road, Calne

Southern Area Licensing Sub Committee

- 25.04.23 Application for a Premises Licence, Victoria Park, Salisbury
- 06.07.23 Application for a Club Premises Certificate, Chalke Valley Cricket Club, Church Street, Bowerchalke
- 02.10.23 Application for a Premises Licence, Hole Farm, Brick Kiln Lane, Alderbury

Western Area Licensing Sub Committee

- 16.10.23 Application for a Premises Licence, Thoulstone Park, Chapmanslade, Westbury

8 Update from the Passenger Transport Team

Jason Salter (Head of Service – Passenger Transport) will give an update on behalf of the Passenger Transport Team at the meeting.

9 Licensing Team Update (Pages 89 - 104)

Linda Holland (Licensing Manager) has prepared the attached update on behalf of the Licensing Team as at September 2023 (that was shared with Committee members via email) and as at November 2023. John Carter (Head of Service – Public Protection) will give an overview of the most recent update to the Committee.

10 Briefing Note - Update to the Animal Licensing Decision Making and Enforcement Protocol (Pages 105 - 114)

Linda Holland (Licensing Manager) has prepared the attached briefing note to advise members and ask them to note the update to the Animal Licensing Decision Making and Enforcement Protocol. John Carter (Head of Service –

Public Protection) will give an overview at the meeting.

11 **Update from the Taxi Licensing Team** (*Pages 115 - 126*)

Tom Ince (Principal Compliance Officer) has prepared the attached Taxi Licensing updates as at July 2023 (that was shared with Committee members via email) and October 2023 and will give an overview of the most recent update to the Committee.

12 **Proposed Changes to Wiltshire Council's Hackney Carriage Window Tint Policy and Minor Changes to Taxi Guidelines** (*Pages 127 - 178*)

The report of Tom Ince (Principal Compliance Officer) seeks to provide the Committee with the relevant information to make an informed decision on changing the Council's policy on window tints for hackney carriage vehicles, to bring it in line with those for private hire vehicles and to give approval to adopt a small number of wording changes to the Council's taxi guidelines.

13 **Dates of Future Committee Meetings**

Members are asked to note the future meetings of the Licensing Committee, all to commence at 10.30am:

4 March 2024

3 June 2024.

14 **Urgent Items**

Any other items of business, which in the opinion of the Chairman, should be taken as a matter of urgency. Urgent items of a confidential nature may be considered under Part II of this agenda.