

**Annual Update  
of the Licensing  
Committee  
2023/24**

## **Introduction**

*Over the past year the Licensing Committee has received a wide variety of reports in relation to the councils' responsibilities under the Licensing Act 2003 and the Gambling Act 2005.*

*Members of the Committee have also been actively involved with eight Licensing Sub Committee hearings from a variety of premises from all over the licensing area covered by Wiltshire Council. I would like to personally thank all the committee members for making themselves available for these often complex hearings and for the officer and legal support given to the hearing panel.*

*The current major piece of work for the Licensing Committee is the up and coming scrutiny of the Council's Statement of Licensing Policy which will be coming forward for approval at Full Council in October 2024. This is a key document, and I would respectfully ask all Council members to promote the Licensing policy to their local City, Town and Parish councils to ensure they have input into this important document.*

*Council members are also asked to help with the promotion of taxi driving as a career to further assist the Council's education transport provision and Wiltshire's transport network which provides a valuable service to the local community. [Further details can be found here](#)*

## **Cllr Peter Hutton Chairman - Licensing Committee**

### **Committee Members 2023/24**

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

### **Lead Officers**

Sarah Valdus (Director - Environment)  
John Carter (Head of Service – Public Protection)  
Linda Holland (Licensing Manager – Public Protection – to December 2023)  
Claire Francis (Public Protection Manager – Community Protection – from February 2024)  
Tom Ince (Principal Compliance Officer)  
Peter White (Enforcement Manager)  
Jason Salter (Head of Service – Passenger Transport)  
Adrian Hampton (Head of Highway Operations)

## **Functions of the Licensing Committee**

Part 3B Paragraph 2.3 of the [Constitution](#)

## **2023/24 Meetings of the Licensing Committee**

[4 December 2023](#)

[4 March 2024](#)

## **Sub Committees**

The Licensing Committee has the power to appoint such Sub Committees as may from time to time be necessary to discharge duties under the Licensing Act 2003 and the Gambling Act 2005.

Each Sub Committee comprises three members drawn from the Licensing Committee.

### **Northern Area Licensing Sub Committee**

[26 July 2023](#) – Premises Licence, Calne Recreation Ground, Off Anchor Road, Calne

### **Eastern Area Licensing Sub Committee**

[20 June 2023](#) – Premises Licence, Krumbz Café, Kennet Place, Marlborough

[19 March 2024](#) – Premises Licence, Bishops Cannings Cricket Club, Coate, Devizes

### **Southern Area Licensing Sub Committee**

[6 July 2023](#) – New Club Certificate, Chalke Valley Cricket Club, Church Street, Bowerchalke

[2 October 2023](#) – Premises Licence, Hole Farm, Brick Kiln Lane, Alderbury

### **Western Area Licensing Sub Committee**

[16 October 2023](#) – Premises Licence, Thoulstone Park, Chapmanslade, Westbury

[11 December 2023](#) – Premises Licence, Asda Express, East Street Service Station, 80 East Street, Warminster

[1 February 2024](#) – Premises Licence, Westbury Pizza Ltd, 8 Westbury Mall, Edward Street, Westbury

### **Examples of business determined and/or discussed during 2023/24**

- Considering the council's responsibilities under the Licensing Act 2003 and Gambling Act 2005.
- Approving of a six-week consultation on the council's future Statement of Licensing Policy.
- Receiving updates on the appeals lodged against Licensing Sub Committee decisions.
- Being updated on the role of the Passenger Transport Unit in fulfilling its statutory duties for providing home to school transport, including to children with SEND.
- Considering the availability of taxi drivers, as well as how fares and tariffs compared to neighbouring authorities.
- Approval of the Hackney Carriage window tint policy.
- Approval of minor changes to Wiltshire Council's Taxi guidelines.
- Receiving an update on QRoutes, a cloud-based tool for planning SEND, mainstream school and adult social care transport.

### **Examples of the types of activity applied for and determined by Sub Committees**

- Late night refreshment
- Sale by retail of alcohol
- Exhibition of films
- Live and recorded music
- Performance of dance

### **Developments relevant to the remit of the committee during 2023/24**

- An introduction of a single licensing zone for Hackney Carriages from 1 April 2024.
- Changes to the Animal Licensing Decision Making and Enforcement Protocol.
- A service-wide restructure in the Public Protection Team including the retirement of Licensing Manager Linda Holland.
- A ban on the sale, transfer or exchange of XL Bully dogs.
- Round 5 of the Safer Streets Fund Initiative.
- Wiltshire Council had won the Environmental Campaign of the Year Award at the Keep Britain Tidy Awards.

### **Looking ahead to 2024/25**

- Reviewing and making recommendations on a new statement of Licensing Policy ahead of consideration by Full Council before 9 November 2024.
- Changes to licensing fee charges for 2024/25 (approved at Full Council on 20 February 2024).
- The Government intend to strengthen the Section 182 guidance by providing detailed advice on practical ways that local licensing and planning regimes can collaborate.
- The Public Protection Service will be moving to a new database from April 2024 called Arcus Global.
- Reviewing and making recommendations on a new Gambling Act Statement of Principles from 1 January 2025.

Contact Lisa Pullin, Democratic Services Officer, [committee@wiltshire.gov.uk](mailto:committee@wiltshire.gov.uk) for more information regarding the Licensing Committee.