

5. Public Statement/Question Time:

Fifteen minutes will be set aside to allow members of the public to ask questions/make statements relating to the Licensing Committee. Questions or Statements are required to be submitted (either by post, fax or by email) to Democratic Services by 12 noon on the working day prior to the meeting and anyone wishing to ask a question is advised to contact Democratic Services, who will provide advice, a [question submission proforma](#) (a copy of which is attached to this agenda) and a leaflet explaining how 'Public Question Time' works, if required.

Contact Officer: Sara Draper (01722) 434345

6. Councillor Statement/Question Time:

Fifteen minutes will be set aside to allow Councillors to ask questions or to make statements relating to the Licensing Committee. Any Councillor wishing to ask a question (or make a statement) under this Agenda Item is required to submit their question (or statement) to the relevant contact officer (see below) no less than 7 working days in advance of the Committee meeting date. A question may be asked (or a statement made) on any matter which falls within the terms of reference of the Licensing Committee and the Member asking the question (or making the statement) is entitled to ask one supplementary question (or make one supplementary statement) without notice. The 7 working day advance submission requirement may be relaxed should the Chairman consider a question (or statement) to be of an urgent nature.

Contact Officer: Sara Draper (01722) 434345

7. Establishment and Membership of Area Licensing Sub-Committees

The Committee is requested to agree formally the establishment of Area Sub-Committees in line with the report to Cabinet considered by Full Council at its meeting of 6th December 2004 ([attached](#)).

Members are requested to consider the Scheme of Delegation under Schedule 1 of the attached report and whether any refinements are necessary.

The Committee is also requested to approve the Membership of the Area Licensing Sub-Committees from the membership of the Licensing Committee. The proposed sub-committee membership is as follows:

City Area Licensing Sub-Committee -	Councillors Mrs Brown, Cardy, Mrs Chettleburgh, Howarth, Ms Mallory and Tomes
Northern Area Licensing Sub-Committee -	Councillors Hewitt, Mills and West
Southern Area Licensing Sub-Committee -	Councillors Anderson, F. Bissington and Moss
Western Area Licensing Sub-Committee -	Councillors Couper, Draper and Edge.

Contact Officer: Sara Draper – (01722) 434345

8. Licensing Hearing Procedures

To consider the [report](#) of the Head of Legal & Property Services.

Background Papers: see reports for details

Contact Officer: John Crawford – (01722) 434607

9. Matters, if any, that the Chairman decides should be considered as a matter of urgency.