

# Minutes

## Licensing Committee

11<sup>th</sup> May 2016



Present:

Councillors	Present	Councillors	Present
Mrs J Allen	Yes	H Johnson	Yes
M Banthorpe (Chairman)	Yes	Mrs J Money	No
J Baugh	No	Mrs J Pell	Apologies
S Canning	No	R van Dulken	Apologies
J Elliott	Apologies	Mrs L Walters	Yes
J Goodman	Yes	Mrs S Wilson	Apologies
A Hensman	Yes		

### 1 **DECLARATIONS OF INTEREST**

**INFORMATION:** There were no interests declared.

### 2 **MINUTES**

**DECISION:** That the Minutes of the meeting of the Licensing Committee held on 18<sup>th</sup> November 2015 be approved as a correct record and signed by the Chairman.

### 3 **QUESTION TIME**

**INFORMATION:** There were no questions asked or statements made during Question Time.

### 4 **LICENSING COMMITTEE UPDATE**

**INFORMATION:** Members were updated on applications determined since the last Committee cycle. There had been an application for a Dual Hackney Carriage & Private Hire Driver's Licence, which had been granted by the Drivers' Panel, and an application for a new premises licence for High Barn, The Bardfield Centre, Great Bardfield, which had been granted.

Members requested that Decision Notices for premises licence applications be circulated to all Members of the Licensing Committee. It was believed that this would be beneficial to all Members with regard to future decision-making.

**DECISION:** The Licensing Committee Update was noted by Members.

**REASON FOR DECISION:** To update Members on applications determined since the last Committee cycle.

5 **LICENSING COMMITTEE ANTICIPATED WORK PROGRAMME 2016-17**

**INFORMATION:** Members were advised of the anticipated work plan for the Licensing Committee for 2016/17. The work expected to arise included general updates on meetings of the Licensing Sub-Committee and Drivers' Panel; policy reviews; Member training with regard to legislation updates; Licensing Team projects; and compliance and enforcement.

Members queried the issue of smoking in taxis and it was confirmed that it was illegal to smoke in vehicles licensed by the Council, including when using the vehicle in a personal capacity. Fixed penalty notices had been issued by the Council, with one offender being prosecuted. Members were informed that the use of e-cigarettes was not prohibited in licensed vehicles. It was agreed by Members to add a review of the policy regarding the use of e-cigarettes in licenced vehicles to the work programme.

Members were informed that CCTV was permitted to be installed in licensed vehicles. However, it was not compulsory. The presence of CCTV cameras in licensed vehicles was governed by the Information Commission and it was necessary for the driver of the vehicle to register the CCTV with the Information Commission.

Members agreed to add a review of the appearance of licensed taxis to the work programme with a view to making taxis more easily identifiable by the public by implementing a more standard appearance and potentially using uniform colours and logos on vehicles.

Members queried the subject of licensed limousines and novelty vehicles with regard to their use for school proms. Members were informed that the Council had undertaken awareness training with schools to warn of the dangers of unlicensed private hire vehicles and the Council would be assisting schools with the distribution of newsletters to inform students and parents. Information regarding the risks of using unlicensed private hire vehicles would be sent to schools by the Council ahead of the "prom season".

**DECISION:**

1. That a review of the policy regarding the use of e-cigarettes in licenced vehicles be added to the anticipated work programme for 2016/17.
2. That a review of the appearance of licensed taxis be added to the anticipated work programme for 2016/17.

3. That the anticipated work programme for 2016/17 be noted.

**REASON FOR DECISION:** To inform the Committee of their anticipated work plan for 2016/17.

The meeting commenced at 7.15pm and closed at 7.57pm.

Councillor M Banthorpe  
(Chairman)