



## LICENSING AND REGISTRATION COMMITTEE

<b>DATE:</b>	<b>Monday, 24 July 2023</b>
<b>TIME:</b>	<b>6.30 pm</b>
<b>VENUE:</b>	<b>Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

**MEMBERSHIP:**

**Councillor J Henderson (Chairman)**  
**Councillor Wiggins (Vice-Chairman)**  
**Councillor Casey**  
**Councillor Codling**  
**Councillor A Cossens**

**Councillor Davidson**  
**Councillor Kotz**  
**Councillor Land**  
**Councillor Smith**  
**Councillor Thompson**

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DATE OF PUBLICATION: Friday, 14 July 2023

## AGENDA

### **1 Apologies for Absence and Substitutions**

The Committee is asked to note any apologies for absence and substitutions received from Members.

### **2 Minutes of the Last Meeting (Pages 1 - 6)**

To confirm and sign as a correct record, the minutes of the meeting of the Committee, held on 8 March 2023.

### **3 Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests of Non-Registerable Interests, and the nature of it, in relation to any item on the agenda.

### **4 Questions on Notice pursuant to Council Procedure Rule 38**

Subject to providing two working days' notice, a Member of the Committee may ask the Chairman of the Committee a question on any matter in relation to which the Council has powers or duties which affect the Tendring District **and** which falls within the terms of reference of the Committee.

### **5 Miscellaneous Licensing Sub-Committee (Pages 7 - 8)**

The Committee will formally receive and note, for its information only, the minutes of the meeting of the Miscellaneous Licensing Sub-Committee held on Friday, 10 March 2023.

### **6 Premises/Personal Licences Sub-Committee (Pages 9 - 12)**

The Committee will formally receive and note, for its information only, the minutes of the Premises/Personal Licences Sub-Committee held on Friday, 10 March 2023.

### **7 REPORT OF DEPUTY CHIEF EXECUTIVE - A.1 - VARIOUS LICENSING PROVISIONS - APPLICATIONS APPROVED UNDER DELEGATED POWERS IN QUARTER 1 - 2023/24 (Pages 13 - 18)**

To provide the Committee with data on the number of licences, certificates and permits authorised by the Council in quarter 1 2023/24.

To provide the Committee with details of licensing policies that are in place or are proposed with intended development/review time frames.

### **8 REPORT OF THE DEPUTY CHIEF EXECUTIVE - A.2 - DEVELOPMENT OF A COMPREHENSIVE AND COHESIVE TAXI/PRIVATE HIRE POLICY (Pages 19 - 82)**

To submit to the Committee the draft Taxi / Private Hire Policy, and to seek authority for the draft policy to be circulated to key stakeholders and interested parties for consultation purposes.

**9**     **REPORT OF THE DEPUTY CHIEF EXECUTIVE - A.3 - TENDRING COMMUNITY SAFETY ACTION DAYS - LICENSING (Pages 83 - 84)**

To inform Members of the Licensing and Registration Committee about the Tendring Community Safety action days that took place which involved a number of licensing enforcement checks.

**10**     **REPORT OF THE CORPORATE DIRECTOR (OPERATIONS & DELIVERY) - A.4 - REVIEW OF THE FEES AND CHARGES FOR CARAVAN SITE LICENSING (Pages 85 - 100)**

To provide the Licensing Committee with the details of the proposed licensing fees and charges for the new financial year beginning April 2023, with regard to Residential Park Homes.

**11**     **EXCLUSION OF PRESS AND PUBLIC**

The Committee is asked to consider passing the following resolution:-

*“that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A, as amended, of the Act.”*

**12**     **EXEMPT MINUTES - MISCELLANEOUS LICENSING SUB-COMMITTEE (Pages 101 - 104)**

The Committee will formally receive and note, for its information only, the exempt minutes of the meeting of the Miscellaneous Licensing Sub-Committee held on Friday, 10 March 2023.

**Date of the Next Scheduled Meeting**

*The next scheduled meeting of the Licensing and Registration Committee will be held on a date to be decided in due course.*

## **Information for Visitors**

**FIRE EVACUATION PROCEDURE**

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the room and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.