



LICENSING AND REGISTRATION COMMITTEE

DATE:	Monday, 25 March 2024
TIME:	6.30 pm
VENUE:	Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

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, 15 March 2024

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 7 - 14)

To confirm and sign as a correct record, the minutes of the meeting of the Committee, held on Wednesday, 31 January 2024.

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 15 - 16)

The Committee will formally receive and note, for its information only, the minutes of the meeting of the Miscellaneous Licensing Sub-Committee held on Monday, 5 February 2024.

6 Premises/Personal Licences Sub-Committee (Pages 17 - 20)

The Committee will formally receive and note, for its information only, the minutes of the Premises/Personal Licences Sub-Committee meetings held on Monday, 29 January 2024 and Monday, 11 March 2024.

7 Report of the Assistant Director (Governance) - A.1 - Licensing Enforcement Schedule of Routine Licensing Inspections for 2023 (Pages 21 - 34)

The purpose of this report is to update Committee on the Schedule of Inspections carried out in 2023/24 and invite the Committee to consider the arrangements for routine inspections of licences, permits, consents etc within the scope of the Committee's work. The Committee is asked to consider approving an updated Schedule for Inspections to be undertaken in 2024/25. Both the 2023/24 routine inspections detail and the proposals for 2024/25 are set out in Appendix A of the Officer report.

8 Report of the Assistant Director (Governance) - A.2 - Film Classification Policy (Pages 35 - 48)

The Council is the licensing authority under the Licensing Act 2003 and exhibitions of film is one of the types of regulated activity requiring an authorisation from the Council under the Act. Most exhibitions of film have a classification to indicate the age restrictions that should apply to the exhibition of the individual film. In the UK the classification body is generally the British Board of Film Classification (the BBFC). However, not all films have a classification.

For this Council, there is currently no formal policy or procedure to deal with the classification of previously unclassified films as well as to deal with circumstances where there are appeals by distributors against the BBFC decisions or to reclassify films.

This report considers a proposed Film Classification Policy to be adopted. As a policy matter, in due course, any decision to adopt the policy will be a matter for the Council's Cabinet (following a recommendation from this Committee).

9 Date of the Next Meeting of the Committee

To enable the Committee to discuss fixing the date of its next meeting which is likely to be held in July 2024.

10 Exclusion of Press & Public

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

- a) *“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 11 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.” and,*
- b) *“that under Regulation 14 of the Licensing Act 2003 (Hearings) Regulations 2005 the public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that the public interest in so doing outweighs the public interest in that part of the hearing taking place in public.”*

11 Exempt Minutes - Miscellaneous Licensing Sub-Committee (Pages 49 - 52)

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 Monday, 5 February 2024.

12 Exempt Minutes - Premises/Personal Licences Sub-Committee (Pages 53 - 60)

The Committee will formally receive and note, for its information only, the exempt minutes of the meetings of the Premises/Personal Licences Sub-Committee held on Monday, 29 January 2024 and Monday, 11 March 2024.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Licensing and Registration Committee is to be held in the at Time Not Specified on Date Not Specified.

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 hall 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.