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**MINUTES OF THE PREMISES/PERSONAL LICENCES SUB-COMMITTEE 'A'**

**HELD ON 6 SEPTEMBER 2016 AT 10.15 A.M. IN THE CONNAUGHT ROOM,  
TOWN HALL, STATION ROAD, CLACTON-ON-SEA**

**Present:** Councillors V E Guglielmi (Chairman), Whitmore and Winfield

**Stand-by Member:** Councillor M Brown

**In Attendance:** Senior Solicitor (Litigation and Governance) (Linda Trembath),  
Licensing Manager (Simon Harvey), Committee Services Officer  
(Janey Nice) and Licensing Officer (Emma King)

**Also in Attendance** Stephen Sparrow - County Licensing Team (Essex Police)

**6. APOLOGIES FOR ABSENCE**

There were none.

**7. DECLARATIONS OF INTEREST**

There were none.

**8. MINUTES**

The minutes of the meeting of the Sub-Committee held on 17 June 2016 were approved as a correct record and signed by the Chairman.

**9. LICENSING ACT 2003 – APPLICATION FOR THE GRANT OF A PERSONAL LICENCE**

The start of the meeting was delayed as neither the applicant, nor his Solicitor were in attendance. No communication had been received from them, including that morning, to advise that they would not be attending the hearing. The Licensing Manager (Simon Harvey) therefore left the hearing with the permission of the Chairman to try and make contact with either the applicant, or his Solicitor, and ascertain whether they would be attending. The Licensing Officer and Mr Sparrow also left the hearing at the same time.

After making a number of telephone calls, Mr Harvey re-joined the hearing along with the Licensing Officer and Mr Sparrow. Mr Harvey was able to advise the Sub-Committee that the applicant had been taken ill and although he had rung to notify his employers that he would not be at work, no-one had made contact with the Licensing Office to say he would not be attending the meeting. Mr Harvey also informed the Sub-Committee that the applicant's Solicitors had advised him that arrangements had been made for the Area Manager, for the applicant's employers, to attend the meeting with the applicant, and therefore that the Solicitors would not be attending.

The Chairman wished it to be recorded that it was disappointing that neither the applicant, his Area Manager or his Solicitor had made any attempt to contact the Licensing Office to advise of their non-attendance and that the failure to do so had resulted in inconvenience for the Members, the representative from Essex Police and the Officers present.

The Licensing Manager, Licensing Officer and Mr Sparrow took no further part in the hearing and left the room and the Sub-Committee considered the options available to them, namely proceed with the meeting in the absence of the applicant, or defer the meeting to allow the applicant a further chance to attend.

In the circumstances of the applicant's illness, it was decided to defer the meeting to allow him a chance to explain to the Sub-Committee his reasons for applying for a personal licence.

It was moved by Councillor V E Guglielmi, seconded by Councillor Winfield and **RESOLVED** that the meeting of the Premises/Personal Licences Sub-Committee 'A' should be deferred to a date to be agreed.

The meeting was declared closed at 10.45 a.m.

Chairman