

**Minutes****LICENSING SUB COMMITTEE (SOUTH)**

7 February 2014



Meeting held at Committee Room 3a - Civic  
Centre, High Street, Uxbridge UB8 1UW

	<p><b>MEMBERS PRESENT:</b>            Councillors: David Yarrow (Chairman)            Peter Kemp            Josephine Barrett            Mike Bull            Janet Gardner (Labour Lead)</p>
	<p><b>OFFICERS PRESENT:</b>            Stephanie Waterford, Licensing Manager            Nicole Cameron, Legal Advisor            Danielle Watson, Democratic Services Officer</p>
24.	<p><b>APOLOGIES FOR ABSENCE</b> <i>(Agenda Item 1)</i></p> <p>There were no apologies for absence.</p>
25.	<p><b>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> <i>(Agenda Item 2)</i></p> <p>None.</p>
26.	<p><b>MINUTES OF THE MEETINGS HELD 1 AUGUST 2013, 4 OCTOBER 2013, 9 OCTOBER 2013, 11 NOVEMBER 2013 AND 3 JANUARY 2014</b> <i>(Agenda Item 3)</i></p> <p>The minutes of the meetings held on 1 August 2013, 4 October 2013, 9 October 2013, 11 November 2013 and 3 January 2014 were agreed as a correct record.</p>
27.	<p><b>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE</b> <i>(Agenda Item 4)</i></p> <p>It was confirmed that all items would be considered in Part 1.</p>
28.	<p><b>MATTERS THAT HAVE BEEN NOTIFIED IN ADVANCE OR URGENT</b> <i>(Agenda Item 5)</i></p> <p>There were no matters notified in advance or urgent.</p>
29.	<p><b>SUSPENSION OF PREMISES LICENCES FOR NON-PAYMENT OF ANNUAL LICENSING FEES</b> <i>(Agenda Item 6)</i></p> <p>The Licensing Manager introduced the report and circulated an amended</p>

	<p>schedule of those premises that had not paid their annual licence fees.</p> <p>Members questioned why some of the fees were outstanding from August 2013. The Licensing Manager informed the Sub-Committee that they were done in batches. Members suggested that suspension of premises licences for non-payment of annual licensing fees be added at the end of meetings such as licence reviews.</p> <p>Members were concerned that there was no incentive for the debt to be paid. The Legal Advisor present advised Members that a reinstatement fee could not be introduced. The Licensing Manager informed Members that if the second reminder letter is ignored then another letter is sent to the licence holder to inform them that it will be going to Committee. The Licensing Manager explained that decision notices were hand delivered by officers.</p> <p><b>Resolved – That the Licensing Sub-Committee suspend the licences as per the amended schedule of premises non-payment of annual licence fees.</b></p>
	<p>The meeting, which commenced at 10.00 am, closed at 10.21 am.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Danielle Watson on 01895 277488. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.