



Agenda

Meeting: **LICENSING HEARING**
Date: **WEDNESDAY 5 JUNE 2013**
Time: **10.00AM**
Venue: **COUNCIL CHAMBER**
To: **Councillors Mrs C Mackman, Mrs S Ryder and R Sayner**

1. **Apologies for absence**
2. **Disclosures of Interest**

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

3. **Guidance on procedure for hearing licensing applications (page 1)**
4. **Private Session**

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Act.

5. Application for a Personal Licence

To receive the report of the Senior Enforcement Officer (pages 2 to 15)

Martin Connor
Deputy Chief Executive

Enquiries relating to this agenda, please contact Palbinder Mann on:
Tel: 01757 292207 Email: pmann@selby.gov.uk

Procedure

The Chair introduces him/herself, the other members of the panel, the Clerk to the panel, the Solicitor and any other officers present. In addition, the Chair and members will confirm whether they have any interests to declare regarding this application.

The Chair will ask the parties to introduce themselves, and provide details of any witnesses they will be calling. If more than one interested party, the Chair will ask whether a representative can be appointed to speak on their behalf.

The Solicitor summarises the hearings procedure, any time limits for speakers and any additional information to be produced by the parties.

The Licensing Officer gives a summary of his report and any representations received.

The Chair asks for questions for the Licensing Officer from members, applicant and the responsible authority.

The Responsible Authority makes a statement and may call witnesses relevant to the application.

The Chair asks for questions for the responsible authority from members, and then the licensing officer and applicant for the personal licence.

The Applicant for the Personal Licence or their representative makes a statement and may call witnesses relevant to the application.

The Chair asks for questions for the applicant for the personal licence from members, and then the licensing officer and responsible authority.

The Chair asks the responsible authority to if they wish to sum up their case, without adding any new evidence.

The Chair asks the applicant for the personal licence or their representative if they wish to sum up their case, without adding any new evidence.

The Chair confirms with all parties that they have had an opportunity to say all they wanted to say in relation to the application.

The Solicitor advises the meeting that the panel will retire to deliberate and reach a decision.

Meeting reconvenes

The Chair announces the decision of the Panel

Meeting closes