

# Agenda

## Environment and Licensing Committee

Date: **Tuesday 7 October 2025**

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Time: **4.15 pm**

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Place: **Council Chamber**

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For any further information please contact:

**Democratic Services**

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# Environment and Licensing Committee

## Membership

**Chair** Councillor Alison Hunt

**Vice-Chair** Councillor Marje Paling

Councillor Rachael Ellis  
Councillor Roxanne Ellis  
Councillor Andrew Meads  
Councillor Julie Najuk  
Councillor Sue Pickering  
Councillor Alex Scroggie  
Councillor Martin Smith  
Councillor Clive Towsey-Hinton  
Councillor Paul Wilkinson

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### **Responsibility of Committee:**

- 1) All non-executive functions of the Council with regard to:
  - a) Environmental health
  - b) Health and safety at work (other than the exercise of the functions of the Council in the capacity of employer)
  - c) Food hygiene and safety
  - d) Animal health and hygiene
- 2) The determination of applications for licences, approvals, consents, permission or registration or direct regulation of any person or the enforcement of any such licence, approval, consent, permission or regulation with regard to the functions in relation to contaminated land, control of pollution, air quality and noise and statutory nuisance listed in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.

- a) All non-executive functions of the Council with regard to licensing and registration of:
  - 1) Caravan sites
  - 2) Hackney Carriages and Private Hire Vehicles, drivers and operators
  - 3) Entertainments
  - 4) Betting, gaming and lotteries
  - 5) Theatres and cinemas
  - 6) Street trading and markets
  - 7) All other licensing functions listed in Part B of Schedule 1 to the Regulations other than those relating to streets and highways.
- b) Any function relating to contaminated land
- c) The discharge of any function relating to the control of pollution or the management of air quality.
- d) The service of an abatement notice in respect of a statutory nuisance
- e) The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area.
- f) The inspection of the authority's area to detect any statutory nuisance
- g) The investigation of any complaint as to the existence of a statutory nuisance.

- 1. Power to issue licences authorising the use of land as a caravan site.
- 2. Power to license the use of movable dwellings and camping sites.
- 3. Power to license Hackney Carriages and Private Hire Vehicles.
- 4. Power to license drivers of Hackney Carriages and Private Hire Vehicles.
- 5. Power to grant permits in respect of premises with amusement machines.
- 6. Power to register societies wishing to promote lotteries.
- 7. To consider applications for hazardous substances consent.
- 8. Power to grant permits in respect of premises where amusements with prizes are provided.
- 9. Power to consider and determine applications for public entertainment licences.
- 10. Power to license sex shops and sex cinemas.
- 11. Power to license performances of hypnotism.
- 12. Power to license premises for acupuncture, tattooing, ear piercing and electrolysis.
- 13. Power to license markets and street trading.
- 14. Power to license night cafes and take away food shops.
- 15. Power to license dealers in game and the killing and seeking of game.
- 16. Power to register and license premises for the preparation of food.
- 17. Power to license scrap yards.
- 18. Power to license premises for the breeding of dogs.
- 19. Power to license pet shops and other establishments where animals are kept or bred for the purposes of carrying on a business.
- 20. Power to license dangerous wild animals.
- 21. Power to license knackers' yards.
- 22. Power to license persons to collect for charitable and other causes.
- 23. Power to approve meat product premises and to approve premises for the production of minced meat or meat preparations.
- 24. Power to approve dairy establishments and egg product establishments.
- 25. Power to issue licences to retail butchers' shops carrying out commercial operations in relation to unwrapped raw meat and selling both raw meat and ready to eat foods.
- 26. To keep a register of food business premises.
- 27. Power to register food business premises.
- 28. Power to issue arena and theatre licences.
- 29. Power to license zoos.
- 30. To consider and determine applications for public entertainment licences.

31. The functions of the Council under the following legislation:

- I. House to House Collections Act 1939 as amended by the Local Government Act 1972;
- II. Betting, Gaming and Lotteries Act 1963 - 1971 as amended by the Gaming and Lotteries (Amendment) Act 1980.
- III. Gaming Act, 1968 as amended by the Lotteries and Amusement Act 1976.

32. Power to fix those fees and charges falling within the remit of the Committee.

## AGENDA

Page

- 1 **Apologies for Absence and Substitutions.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 02 September 2025.** 7 - 8
- 3 **Declaration of Interests.**
- 4 **Any other item which the Chair considers urgent.**
- 5 **Exclusion of the Press and Public.**  
To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.
- 6 **Change of Circumstances of Hackney Carriage & Private Hire Vehicle Drivers Licence No. 4076-MK** 9 - 11  
Report of Director of Place.
- 7 **Change of Circumstances of Hackney Carriage & Private Hire Vehicle Drivers licence No. 2881 Application for a three year Joint Hackney Carriage/Private Hire Drivers Licence.KA** 13 - 15  
Report of Director of Place
- 8 **Change of Circumstances of Hackney Carriage & Private Hire Vehicle Drivers Licence No. 2462. Application for a three year Hackney Carriage/Private Hire Drivers Licence. RA** 17 - 19  
Report of Director of Place.

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## **MINUTES ENVIRONMENT AND LICENSING COMMITTEE**

**Tuesday 2 September 2025**

Councillor Alison Hunt (Chair)

Present: Councillor Rachael Ellis                      Councillor Alex Scroggie  
            Councillor Roxanne Ellis                  Councillor Martin Smith  
            Councillor Andrew Meads                Councillor Clive Towsey-Hinton  
            Councillor Julie Najuk                   Councillor Paul Wilkinson

Absent: Councillor Marje Paling and Councillor Sue Pickering

Officers in Attendance: C Allcock, B Hopewell, A Hutchinson, D Notley and R Towlson

### **23 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillors Paling and Pickering.

### **24 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 05 AUGUST 2025.**

#### **RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

### **25 DECLARATION OF INTERESTS.**

None.

### **26 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

### **27 EXCLUSION OF THE PRESS AND PUBLIC.**

#### **RESOLVED:**

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

**28                    CHANGE OF CIRCUMSTANCES OF JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - IS**

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

IS attended the meeting and addressed the Committee.

*Councillor Wilkinson joined the meeting.*

In making the decision the Committee applied the Council's approved Policy and Guidelines.

**RESOLVED:**

To suspend IS's licence for 42 days, giving 21 days to surrender his licence and was advised of his right to appeal against the decision of the Committee; and

Issue a warning to IS that such conduct fell short of the expected standard for Hackney Carriage Drivers and that further such incidents would result in another appearance before the Committee.

**29                    CHANGE OF CIRCUMSTANCES OF JOINT HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE DRIVERS LICENCE - SA**

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

SA attended the meeting and addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

**RESOLVED:**

To revoke the Hackney Carriage/Private Hire Driver's Licence held by SA, with immediate effect.

SA was advised of the right of appeal against the decision of the Committee.

The meeting finished at 6.17 pm

Signed by Chair:  
Date:



By virtue of paragraph(s) 7 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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