

**MINUTES
ENVIRONMENT AND LICENSING COMMITTEE**

Tuesday 7 July 2026

Councillor Alison Hunt (Chair)

Present:	Councillor Marje Paling Councillor Jim Creamer Councillor Rachael Ellis Councillor Andrew Meads	Councillor Sue Pickering Councillor Alex Scroggie Councillor Clive Towsey-Hinton Councillor Ruth Strong
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Absent: Councillor Julie Najuk, Councillor Martin Smith and Councillor Paul Wilkinson

Officers in Attendance: L Chaplin, B Hopewell, A Hutchinson and C Pitcher

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Smith and Wilkinson. Councillor Strong attended as substitute.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 02 JUNE 2026

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

4 IMPLEMENTATION OF PRIMATE LICENSING

Consideration was given to a report of the Director of Place, which had been circulated in advance of the Committee, advising Members on:

- 1) the changes in animal welfare (Primate Licences) (England) Regulations 2024; and
- 2) the changes in the procedures for the grant and administration of licences relating to the licensable activities.

The report also sought approval of the proposed fees for the processing and enforcement of licences issued by the Council under the Animal Welfare (Primate Licences) (England) Regulations 2024.

RESOLVED to:

- 1) Note the contents of the report and the procedural changes being made by the Council to administer the new animal activities licensing regime;
- 2) Approve the fees attached at Appendix 1 to the report for the new animal licensing process; and
- 3) Delegate authority to the Director of Place to exercise all functions under Animal Welfare (Primate Licences) (England) Regulations 2024, including authority to appoint named Officers as Inspectors under the Regulations.

5 FEES FOR DANGEROUS WILD ANIMAL LICENSING

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, seeking approval of the proposed fees for the processing and enforcement of licences issued by the Council under the Dangerous Wild Animal Act 1976 (the “Act”).

RESOLVED to:

Approve the fees attached at Appendix 1 to the report for a DWA Licence.

6 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

7 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.

8 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NW

Consideration was given to a report of the Corporate Director of Place which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver’s Licence for NW.

NW attended the meeting along with their employer and they both addressed the Committee.

In making its decision, the Committee found that there were exceptional mitigating circumstances surrounding the offences which allowed for departure from the Council's approved Policy and Guidelines.

RESOLVED to:

Approve NW's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence.

9

APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE KA

Councillor Scroggie left the meeting.

Consideration was given to a report of the Corporate Director of Place which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for KA.

KA attended the meeting along with a family members and he addressed the Committee.

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

RESOLVED to:

Approve KA's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence.

10

CHANGE OF CIRCUMSTANCES OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO. 3635 - IS

Councillor Scroggie joined the meeting.

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 along with a solicitor and they both 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 IS, giving IS 21 days to surrender the licence

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

The meeting finished at 6.35 pm

Signed by Chair:
Date: