

**Minutes of a Meeting of the Licensing  
Committee held at Surrey Heath House,  
Camberley on 30 January 2013**

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+ Cllr Bill Chapman – Chairman  
+ Cllr Ian Sams – Vice Chairman

+ Cllr Rodney Bates (to minute 07/L)	- Cllr Bruce Mansell
Cllr Glyn Carpenter	+ Cllr Ken Pedder
+ Cllr Mrs Vivienne Chapman	- Cllr Chris Pitt
- Cllr Surinder Gandhum	+ Cllr Joanne Potter
+ Cllr David Hamilton	+ Cllr Pat Tedder
+ Cllr Beverley Harding	+ Cllr Valerie White
+ Cllr Paul Ilnicki	

+ Present  
- Apologies for absence presented

Substitutes: Councillor David Mansfield substitute for Councillor Chris Pitt  
Councillor Charlotte Morley substitute for Councillor Bruce Mansell

**05/L Minutes**

The minutes of the meeting held on 12 July 2012 were signed by the Chairman.

**PART I**  
**(public)**

**06/L Late Night Levy**

The Committee was informed that the Police Reform and Social Responsibility Act 2011 had introduced a power for licensing authorities to levy a charge for all premises authorised to sell alcohol between midnight and 6 am. The Levy was intended as a means of raising a contribution towards the cost of policing the night-time economy.

Members were informed that, if a Late Night Levy was introduced in the borough, the Police would retain 70% of the net funds generated once the Council's administration costs had been deducted. The Council would be required to use the remaining 30% it received from the Levy on services related to alcohol-related crime and disorder and the management of the night-time economy, for example Taxi Marshalls or street cleansing. The Council would be required to declare what it intended to use the Levy for before commencing the statutory consultation. There were, however, no restrictions on how the Police spent its share of the revenue, although Home Office guidance had been produced.

The levy charges were based upon a venue's rateable banding. The Committee noted information circulated which detailed the premises which were expected to attract the Levy and the revenue it was expected to generate. It was reported that any affected premises would be entitled to apply for a free variation of licence in order for it to no longer be subject to the Levy.

The Late Night Levy regulations provided for a number of discretionary exemptions, including hotels, theatres, cinemas and pubs entitled to rural rate relief; it was

however, understood that none of the borough's village pubs would meet the relevant definition. A 30% discretionary reduction could be applied for premises with best practice schemes. In addition, the licensing authority could offer an exemption for premises within Business Improvement Districts which had a satisfactory crime and disorder focus.

The Committee was advised that, whilst the Late Night Levy would generate funds for useful services, it should be mindful that venues outside areas experiencing crime and disorder due to the late night economy would be required to pay the Levy.

It was proposed that the Committee further consider the item in 6 months' time in order for officers to undertake appropriate consultation with Surrey Police.

**RESOLVED that a further report be received within 6 months following consultation with Surrey Police, further analysis of options available and legal advice as appropriate.**

(Note: Upon becoming aware that she had a Disclosable Pecuniary Interest, Councillor Joanne Potter left the room for the remainder of the item and did not take part in the decision.)

#### **07/L Camberley Town Centre Street Trading Policy**

The Committee was reminded that the Camberley Town Centre Street Trading Policy had been adopted in February 2010. The Policy had operated reasonably successfully since its adoption. A review of the Policy had recently been undertaken and two areas had been identified as requiring amendment.

It was proposed to identify in the Policy sites where street trading could be acceptable. The sites had been agreed in consultation with Collectively Camberley BID. Amended plans which clarified the positioning of the stalls were circulated at the meeting.

Members considered the location maps. It was noted that, although some of the locations in the town centre could be more desirable for potential traders, the fees for all of the stalls were the same; officers agreed to consider this matter further when reviewing fees and charges.

Members were informed that the Policy currently only provided for stalls not requiring electricity, gas or water to operate for two days a week. Applications to operate for more than two days per week had been received from traders who did not have a need for these facilities. It was therefore proposed to extend the definition of a permanent stall to four days a week for stalls not requiring electricity, gas or water.

The Committee was advised that consultation on these changes to the Policy had been carried out with Collectively Camberley BID and the ward councillors.

**RESOLVED that the amended Camberley Town Centre Street Trading Policy, as attached at Annex A to these minutes, be approved.**

#### **08/L Update on the Licensing Team**

The Committee was reminded that, following the senior management restructure in 2012, the Executive Head of Community was responsible for Licensing functions.

The Executive Head of Community was also responsible for the Environmental Health department, which licensed other functions including riding establishments, pet shops and tattooists. Opportunities for more generic working would be explored in order to increase the resilience within the service. Members were, however, reminded of Environmental Health's remit as a Responsible Authority in relation to the Licensing Act 2003 and were informed that appropriate separation of functions would be retained.

#### **09/L Licensing Act 2003 – Summary of Decisions**

The Committee received details of the decisions taken under delegated powers in respect of licence applications where no representations had been received from the responsible authorities or any other persons.

The Chairman commended the Licensing team for their hard work and noted the high number of applications they had processed since the last meeting.

#### **10/L Minutes of the Licensing Sub Committee Meetings**

The Chairman signed the minutes of the Licensing Sub Committee meetings which had taken place since the beginning of the municipal year.

(Note: Cllr Joanne Potter declared a Disclosable Pecuniary Interest in relation to the Lakeside Country Club Licensing Sub Committee meeting on 7 December 2012 and indicated that she would leave the room if the minutes were discussed.)

**CHAIRMAN**