



# Licensing Sub-Committee

## Committee

Tue 24 Sep  
2024  
10.30 am

Oakenshaw  
Community Centre,  
Castleditch Lane



**If you have any queries on this Agenda please contact**

**Gavin Day  
Democratic Services Officer**

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### **LICENSING SUB-COMMITTEE (TAXIS) PROCEDURE**

#### **1. Rights of Applicants**

- a) An applicant will be permitted the opportunity of being heard by the Committee before his/her application is determined.
- b) The applicant will also be allowed to be accompanied by a legal or other representative to assist them if he/she so desires.

#### **2. Notice of Meeting**

- a) As much notice as is practicable will be given to the applicant of the date of the Committee meeting at which his/her application/licence review will be heard, in order to enable him/her to prepare his/her case adequately.
- b) Every member of the Committee will be issued with copies of every document which has been supplied, both by and to the applicant and any third parties.

#### **3. Procedure at Meeting**

- a) The Chair will open the hearing and ask Members of the Sub- Committee and Officers present to introduce themselves.
- b) The Chair will ask all parties to the proceedings to introduce themselves.
- c) In the event the Applicant is not represented, the Chair will remind the Applicant that they can be represented by a legal representative at their own expense.
- d) The Technical Officer (Licensing), Worcestershire Regulatory Services will present the report.
- e) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Technical Officer.

- f) The Chair will invite the Applicant and/or their representative to present their case and call any witnesses.
- g) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Applicant and/or their representative.
- h) The Chair will invite the Responsible Authorities to present their representations. New representations must not be raised.
- i) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Responsible Authorities.
- j) All Other Parties to the proceedings will be invited to present their representations or elect a spokesperson to speak on their behalf. New representations must not be raised.
- k) The Chair will invite Members of the Sub-Committee, the Applicant / Applicant's representative and the Responsible Authorities to put any relevant questions to the Other Parties
- l) The Other Parties will be invited to sum up.
- m) The Responsible Authorities will be invited to sum up.
- n) The Applicant and/or their representative will be invited to sum up.
- o) The Chair will ask the Legal Advisor if there is any legal advice to be given.
- p) The Council's Legal Advisor will inform all those present of the right to appeal and that, an appeal against the Sub-Committee's decision must be lodged within 21 days of the date on which written confirmation of the decision is received by the Applicant.
- q) The Chair will close the Hearing so that the Sub-Committee can reach its decision in private.
- r) The Sub-Committee's decision will be confirmed in writing to the Applicant and those parties who made representations within 5 working days.

#### **4. Adjournment**

If an application is made for an adjournment, the Committee should grant the request if refusal would deny the applicant/driver a fair hearing and thereby result in a breach of the rules or natural justice.

**Please Note:**

1. ***Each application coming before the Licensing Sub-Committee will be treated on its own merits, and the Sub-Committee will take its decision based upon:***
  - a) ***the promotion of the four licensing objectives, as given by the Licensing Act 2003, namely:***
    - ***the prevention of crime and disorder;***
    - ***public safety;***
    - ***the prevention of public nuisance; and***
    - ***the protection of children from harm;***
  - b) ***Redditch Borough Council's Statement of Licensing Policy;***
  - c) ***guidance issued under section 182 of the Licensing Act 2003; and***
  - d) ***the Licensing Act 2003.***
2. ***Decisions may be taken in the absence of the Applicant or any other party. All notices and representations received from absent parties will be considered.***
3. ***Late evidence will only be considered with the agreement of all parties present.***
4. ***An appeal against the Sub-Committee's decision must be lodged within 21 days of the date on which all parties were notified in writing of the decision of the Licensing Sub-Committee.***

# Licensing Sub-Committee

Tuesday, 24th September,  
2024

10.30 am

Oakenshaw Community  
Centre - Oakenshaw  
Community Centre

## Agenda

### Membership:

Cllrs:                      Matthew Dormer                      Gary Slim  
   David Munro

1. Election of Chair for the meeting.
2. Apologies
3. Declarations of interest
4. APPLICATION FOR VARIATION OF A PREMISES LICENCE - BANK CAFE & INTERIORS 2A LIGHTHOUSE WORKS, QUEEN STREET, ASTWOOD BANK, REDDITCH, B96 6BT (Pages 7 - 40)