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Minutes of a meeting of the **COMMITTEE OF THE LICENSING AUTHORITY** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Wednesday, 16 May 2012 at 7.25 pm.

PRESENT

M G Chandler (Chair)
F Biggadike (Vice-Chair)

A Casson
A Harrison

C J Lawton
R M Rudkin

E J Sneath
D J Wilkinson

Apologies for absence were received from or on behalf of Councillors G K Dark and M Howard

1. **APOLOGIES FOR ABSENCE.**
2. **APPOINTMENT OF SUB-COMMITTEES**

Members were asked to appoint a selection of Sub-Committees to discharge duties under the Licensing Act 2003.

It was noted that the Constitution required that the Licensing Committee of the Authority should appoint such number of sub-committees as it considered necessary to discharge any of the duties under the Licensing Act 2003 that were delegated to a sub-committee by the Licensing Committee. The Constitution also required that each sub-committee should have a named membership which comprised two ordinary members of the Licensing Committee and either the Chairman or Vice-Chairman of the Licensing Committee. However, in exceptional circumstances where both the Chairman and Vice-Chairman are unable to sit on a Panel, the Licensing Panel comprise three ordinary members of the Licensing Committee, with the Chairman being elected at the beginning of the hearing for the duration of the hearing only with the said person being fully trained in chairing and licensing issues (min 337/09).

In previous years members had approved a schedule of sub-committees which included every possible combination of members within this Constitutional requirement. As there were 10 members of the Committee this made a total of 56 sub-committees. A schedule of sub-committees could not be prepared prior to the meeting as the Chairman and Vice-Chairman of the Licensing Committee were not appointed at the date of despatch of the agenda. It was therefore recommended that the method of appointing the sub-committees used in previous years be used again for the forthcoming municipal year, and that details of the sub-committees be circulated within the minutes of this meeting.

DECISION:

**COMMITTEE OF THE LICENSING
AUTHORITY - 16 May 2012**

- (a) That the method of appointment of sub-committees for the purpose of discharging duties under the Licensing Act 2003, as used in previous years, be used again for the forthcoming municipal year, in accordance with the details shown at Appendix A; and
- (b) That in exceptional circumstances where both the Chairman and Vice-Chairman are unable to sit on a Panel, the Licensing Panel comprise three ordinary members of the Licensing Committee, with the Chairman being elected at the beginning of the hearing for the duration of the hearing only with the said person being fully trained in chairing and licensing issues.

(The meeting ended at 7.30 pm)

(End of minutes)

1	2	3	4	5	6	7	8
Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler
Casson	Casson	Casson	Casson	Casson	Casson	Casson	Dark
Dark	Howard	Harrison	Lawton	Rudkin	Sneath	Wilkinson	Howard

9	10	11	12	13	14	15	16
Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler
Dark	Dark	Dark	Dark	Dark	Howard	Howard	Howard
Harrison	Lawton	Rudkin	Sneath	Wilkinson	Harrison	Lawton	Rudkin

17	18	19	20	21	22	23	24
Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler	Chandler
Howard	Howard	Harrison	Harrison	Harrison	Harrison	Lawton	Lawton
Sneath	Wilkinson	Lawton	Rudkin	Sneath	Wilkinson	Rudkin	Sneath

25	26	27	28	29	30	31	32
Chandler	Chandler	Chandler	Chandler	Biggadike	Biggadike	Biggadike	Biggadike
Lawton	Rudkin	Rudkin	Sneath	Casson	Casson	Casson	Casson
Wilkinson	Sneath	Wilkinson	Wilkinson	Dark	Howard	Harrison	Lawton

33	34	35	36	37	38	39	40
Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike
Casson	Casson	Casson	Dark	Dark	Dark	Dark	Dark
Rudkin	Sneath	Wilkinson	Howard	Biggadike	Lawton	Rudkin	Sneath

41	42	43	44	45	46	47	48
Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike
Dark	Howard	Howard	Howard	Howard	Howard	Harrison	Harrison
Wilkinson	Harrison	Lawton	Rudkin	Sneath	Wilkinson	Lawton	Rudkin

49	50	51	52	53	54	55	56
Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike	Biggadike
Harrison	Harrison	Lawton	Lawton	Lawton	Rudkin	Rudkin	Sneath
Sneath	Wilkinson	Rudkin	Sneath	Wilkinson	Sneath	Wilkinson	Wilkinson

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