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To: Members of the Licensing (Liquor and Gambling) Panel – Councillors Barbara Jenney, Richard Gell and Glenvil Greenwood-Smith

Please ask for	Direct Dial	Date
Paul Smith	01832 742175	16 September 2015

Dear Councillor

A meeting of the **Licensing (Liquor and Gambling) Panel** will be held in the **Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Wednesday 30 September**, at **10.00am**.

If you are unable to attend this meeting, please telephone Paul Smith as soon as possible. Another panel member will be appointed to attend.

Members of the Panel are asked to meet in the Chairman's Office 15 minutes prior to the commencement of the Hearing where the Panel will be advised of any supplementary information received. The legal advisor and/or Democratic Services officers will be available to provide advice to the Panel, but other parties to the Hearing will not attend the preparatory meeting.

Agenda

1. Appointment of Chairman
2. Apologies for absence
3. Declarations of Interest
4. Application for a Premises Licence for:-

Application for a New Licence at Fletton House, Glapthorn Road, Oundle, Northamptonshire, PE8 4JA (Report of the Licensing Enforcement Officer - attached)

Yours sincerely

DAVID OLIVER

Chief Executive

FIRE/EMERGENCY EVACUATION

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber. If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.