

To: Councillors Tony Boto, Richard Gell, Roger Glithero JP, Glenvil Greenwood-Smith, Helen Howell, Barbara Jenney, Dorothy Maxwell, Andy Mercer, Gill Mercer, Geoff Shacklock, Peter Wathen and Pam Whiting

To: The Chairman and all other Councillors (for information)

Please ask for
Louise Tyers

Direct Dial
01832 742198

Date:
10 January 2017

Dear Councillor,

A Meeting of the **Licensing Committee** will be held in the **Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Wednesday 18 January 2017 at 7.30pm**.

Please be aware that this meeting may be filmed and that members of the public may be recording, filming or taking photographs from the gallery.

AGENDA

A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.

1. Apologies for absence

If you are unable to attend this meeting please notify Louise Tyers.

2. Minutes of the meeting held on 15 June 2016 (attached)

If you have any queries in respect of the accuracy of the minutes, please notify Louise Tyers prior to the meeting, as it is not possible to verify the accuracy of proposed amendments at the meeting.

3. Declarations of Interest.

Members should declare any Disclosable Pecuniary Interests or Other Interests in any matters on the agenda, as defined by the Localism Act 2011. Advice can be sought ahead of the meeting from the Monitoring Officer or Deputy Monitoring Officers.

4. Questions by Members under Council Procedure Rule 10.3 (if any).

Members of the Committee have the right to ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the Committee, provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting. The functions of the Committee are to be found in Part 3 of the Council Constitution. A form for use by Members is available on the Council's Intranet. Alternatively please telephone Louise Tyers or e-mail her ltyers@east-northamptonshire.gov.uk.

5. **Establishing a Working Group to Review Part 5.7 of the Constitution (Licensing Protocol)**
(Verbal report of the Monitoring Officer)

The Committee shall resolve to exclude the public and press from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 1 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

6. **Asking the Right Questions** – Led by the Chairman of Licensing Committee
7. **Licensing Act 2003 - Licensing Activity and Update Report**
(Report of the Health Protection Manager – **attached**)
8. **The Role of the Central Licensing Administration Unit**
(Verbal presentation on the role of the CLAU)
9. **Review of Licensing Panels** – Led by the Chairman of Licensing Committee

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.