



## Summons to Meeting

Monday 1 March 2021

# Licensing Regulatory Panel

Tuesday 9 March 2021, 2.00 pm

Zoom Virtual Meeting

Membership:

Councillor Allan Daniels  
Councillor Malcolm Grainger  
Councillor Elaine Lynch

Councillor Peter Gaston  
Councillor Peter Kendall

This meeting will be broadcast live on the Allerdale Borough Council YouTube™ Channel.

*If you have any questions or queries contact Lee Jardine on 01900 702502.*

## Agenda

### 1. Election of Chair

To elect a Chair for the ensuing meeting.

### 2. Apologies for Absence

### 3. Declaration of Interests

Councillors/Staff to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.

### 4. Questions

To answer questions from members of the public – submitted in writing or by electronic mail no later than 5.00pm on a working day, allowing two clear



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working days before the day of the meeting.

**The Chairman will move:**

That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they may involve the likely disclosure of exempt information as defined in paragraph 1 of part 1 of Schedule 12A of the Act.

**5. To consider an application to grant a Private Hire Driver Licence (Pages 3 - 6)**

**Procedure at Licensing Panel (Pages 7 - 8)**



**Chief Executive**

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**Date of Next Meeting:**

**Friday 9 April 2021, 2.00 pm  
Zoom Virtual Meeting**

# Agenda Item 5

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

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## Allerdale Borough Council

### Revised Procedure at Licensing Panel Meetings

April 2014

Once the Chair has moved the exemption paragraph the press and public will leave the room.

#### **Procedure**

##### **Step 1**

The Chair will ask those present to introduce themselves and explain the procedure to be followed.

##### **Step 2**

The Chair will ask the author of the report (or their substitute) to outline the proposal and the background to the case. Their role will be to provide factual information to the panel.

The Chair invites members of the panel to ask the presenting officer any questions they may have about the application.

##### **Step 3**

The Chair invites the applicant or the applicant's representative to address the panel on the merits of their application. The applicant or the applicant's representative is permitted a maximum of 10 minutes. In the case of review applications all speakers are permitted an equal amount of time.

The Chair asks if any member of the panel/officers present have any questions to ask the applicant or the applicant's representative.

##### **Step 4**

The Chair invites any party making representations (including any other persons who have been given permission to participate (if any) to present their comments(s). This may include Councillors who have submitted written representations on the application within the requisite timescale.

The Chair asks if any members of the panel have any questions to ask any party making representations.

### **Step 5**

The Chair offers the applicant or the applicant's representative the final opportunity to address the panel. The applicant or the applicant's representative is permitted a maximum of 10 minutes. In the case of a review application all speakers will be allowed an equal amount of time.

### **Step 6**

The Chair will ask the parties to withdraw so that the panel can consider its determination. In considering its determination, the panel may seek advice from its Legal Adviser.

### **Step 7**

The parties will be re-called and informed of the Panel's decision.

- Applicant to be advised that the decision will be confirmed in writing within seven days
- Applicant to be advised of any appeal procedure

All parties will leave swiftly prior to the next case.