



Strategic Licensing  
Committee

6 December 2023

Item

Public

**MINUTES OF THE STRATEGIC LICENSING COMMITTEE MEETING HELD ON 4  
OCTOBER 2023  
10.00 - 10.20 AM**

**Responsible Officer:** Tim Ward

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**Present**

Councillors Nigel Lumby (Vice Chairman), Jeff Anderson, Peter Broomhall, Garry Burchett, Mary Davies, David Evans, Simon Jones, Duncan Kerr, Christian Lea, Pamela Moseley and Kevin Pardy

**8 Apologies**

8.1 Apologies for absence had been received from Councillors Roy Aldcroft and Edward Towers

In the absence of the Chair the Vice-Chair Councillor Nigel Lumby took the meeting

**9 Minutes of Previous Meeting**

9.1 The minutes of the meeting held on 14 June 2023 had been circulated.

**9.2 RESOLVED:**

That the minutes of the meeting of the Strategic Licencing Committee held on 14 June 2023 be agreed as a true record and signed by the Chairman

**10 Public Question Time**

10.1 There were no public questions

**11 Disclosable Pecuniary Interests**

11.1 There were no interests declared.

**12 Statement of Licensing Policy 2024 to 2029**

12.1 Members received the report of the Transactional Management and Licensing – Team Manager which set out the proposed statement of licensing policy from 1 April 2024 to 31 March 2029.

12.2 The Transactional Management and Licensing – Team Manager reminded the meeting that following the last meeting a period of formal consultation had taken

place to which there had been no responses which reflected that there had been little changes to the policy and that the policy was sound.

12.3 A Member queried the wording in appendix C around the Public Spaces Protection Order in place in Shrewsbury. The Transactional Management and Licensing – Team Manager agreed to seek clarification and would contact the member outside of the meeting.

12.4 **RESOLVED:**

That the Committee recommends to the Council that the policy be published and advertised by the Transactional Management and Licensing Team Manager in accordance with the provisions of the Act and that the policy statement will take effect from 1 April 2024.

13 **Licensing Fees and Charges 2024-25**

13.1 Members received the report of the Transactional Management and Licensing – Team Manager which set out the revision of licensing fees where the authority has the discretion to determine the relevant fees for the financial year from 1 April 2024 to 31 March 2025.

13.2 The Transactional Management and Licensing – Team Manager reminded the meeting that this was an annual report, and that fees were calculated on a cost recovery basis.

13.3 The Transactional Management and Licensing – Team Manager reminded members that the Hackney Cab and Private Hire fees would be subject to a further period of consultation in the new year as required by law, and that all other fees would be included in the report that would be going to Council in the new year.

13.4 A Member commented that the percentage increase included in the calculation for staff salary increase seemed low. The Transactional Management and Licensing – Team Manager that the figure included had been agreed with colleagues in Finance.

13.5 A Member asked an explanation for the large increase in the fee for an application to reinstate a Family Entertainment Centre Premises Licence. The Transactional Management and Licensing – Team Manager explained that when they had looked at the work involved with the application it was very similar to the work involved with a new licence application so the decision had been taken to equalise the fees charged to reflect this.

13.6 **RESOLVED:**

1. That the Committee notes the statutory fees that Shropshire Council is required to charge in accordance with the Licensing Act 2003 as set out in Appendix A, in accordance with the Gambling Act 2005 as set out in Appendix B and in accordance with explosives and fireworks legislation as set out in Appendix C and recommends that the authority implements these fees (or if subject to statutory amendment, the relevant amended fees) on the 1 April 2024 and instructs the Transactional Management and Licensing Team Manager to

arrange for the fees to be included in the 2024/25 annual fees and charges reports that are presented to Cabinet and Council and further instructs the Transactional Management and Licensing Team Manager to implement, as appropriate, any other statutory fees that may be brought into force during the 2024/25 financial year and to publish all relevant statutory fees on the licensing pages of the Council's website as soon as is practicable.

2. That the Committee implements, with any necessary modification and with effect from 1 April 2024, the proposed fees as set out in Appendices D, E, F, G, H and I that relate to those licences and licensing related activities where the authority has the discretion to determine the fees and instructs the Transactional Management and Licensing Team Manager to arrange for the fees to be included in the 2024/25 annual fees and charges reports that are presented to Cabinet and Council and further instructs the Transactional and Licensing Team Manager to publish the fees on the licensing pages of the Council's website as soon as is practicable.
3. That the Committee proposes to vary the fees relevant to driver, hackney carriage, private hire vehicle and operator licences as set out in Appendix F, with any necessary modification, and instructs the Transactional Management and Licensing Team Manager, in accordance with the provisions of Section 70 of the Local Government (Miscellaneous Provisions) Act 1976 to undertake the necessary work to consult and implement the fees.
4. That the Committee instructs the Transactional Management and Licensing Team Manager to arrange for the proposed fees as set out in Appendix F, with any necessary modification, to be included in the 2024/25 annual fees and charges reports that are presented to Cabinet and Council and, where necessary, in respect of those fees a note is recorded in the said annual reports stating 'Provisional fees under consultation fees to be confirmed by the Strategic Licensing Committee'.
5. That the Committee agrees the Relevant Protected Site fees policy as set out at Appendix J and instructs the Transactional Management and Licensing Team Manager is published the fees policy on the licensing pages of the Council's website.

## 14 Exercise of Delegated Powers

- 14.1 Members received the report of the Transactional Management and Licensing – Team Manager which gave details of the licences issued and the variations that have been made between 20 May 2023 and 31 August 2023, and a summary of applications considered by the Committee.
- 14.2 The Transactional and Licensing Team Manager reminded Members that the report was brought to each meeting of the committee and that it updated them on the number and types of licences that had been issued since the last meeting.
- 14.3 In response to a question the Transactional and Licensing Team Manager stated that there were a number of reasons where a hackney carriage or a private hire driver's licence application may not be granted, the majority being concerns arising from the results of the DBS check which is carried out.

14.4 **RESOLVED:**

That Members note the position as set out in the report

15 **Date of Next Meeting**

15.1 Members were advised that the next meeting of the Strategic Licensing Committee would be held on 6 December 2023 at 10.00am

Signed ..... (Chairman)

Date: