

**Minutes of the Licensing Committee  
29 October 2024**

**Present:**

Councillor S.A. Dunn (Chair)

Councillors:

M. Arnold

T. Burrell

J.T.F. Doran

C. Bateson

R. Chandler

**Apologies:** Councillors M.J. Lee, D.C. Clarke and B. Weerasinghe

**14/24 Minutes**

The minutes of the meeting held on 1 October 2024 were agreed as a correct record.

**15/24 Disclosures of Interest**

There were none.

**16/24 Pavement Policy 2025-2028**

The Committee considered the Pavement Policy 2025-2028 with comments from relevant stakeholders and the public after a consultation period.

The Principal Licensing Officer summarised the responses received during the four week consultation which included concern over the licence fees, a request for no glassware being allowed at evenings or weekends, comments on the length of public liability insurance, comments on the types of barriers used, and comments from Counter Terrorism. The Principal Licensing Officer addressed the comments and advised which comments had been incorporated into the Policy.

The Committee noted the suggestion for yearly public liability insurance and queried if this would be practical to adopt. The Principal Licensing Officer advised that public liability insurance was required on application, and interim checks could be introduced during the two year licensed period.

A member of the Committee noted a difference in guidance over minimum widths for clear routes of access. It was proposed by Councillor Burrell, seconded by Councillor Grant and **resolved** that the wording in the policy under "Standard Pavement Licence Conditions" at point 7 be amended to

read “Whatever method is agreed, a 2m clear walkway ideally must be maintained for the use of pedestrians, however the minimum would be 1500mm.”

The Committee noted the suggestion for rope barriers to not be used. The Principal Licensing Officer advised they would be discouraged, however if they were already in use at a business and were not deemed to be problematic, it would be an unnecessary burden on the business to replace them.

The Committee **resolved** to adopt the policy with the amended wording for clear walkways and the proposed fees.