



Please reply to:

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Date: 26 November 2024

Notice of meeting

Licensing Committee

Date: Wednesday, 4 December 2024

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Licensing Committee

Councillors:

S.A. Dunn (Chair)
M.J. Lee (Vice-Chair)
M. Arnold
C. Bateson

S. Bhadye
T. Burrell
R. Chandler
D.C. Clarke

J.T.F. Doran
K.M. Grant
B. Weerasinghe

Substitute Members: Councillors S.M. Doran, R.V. Geach, M. Gibson, K.E. Rutherford, O. Rybinski and P.N. Woodward

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

- 1. Apologies and Substitutes**

To receive any apologies for absence and notification of substitutions.
- 2. Minutes** **3 - 4**

To agree the minutes of the meeting held on 29 October 2024 as a correct record.
- 3. Disclosures of Interest**

To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for Members.
- 4. Hackney Carriage and Private Hire Licensing Policy 2024-2029** **To Follow**

To consider and approve the Hackney Carriage and Private Hire Policy 2024-2029 following consultation.
- 5. Setting of Fees & Charges for the licensing of Hackney Carriages, Private Hire, and Private Hire Operators 2025-2026** **To Follow**

To consider and approve the proposed taxi and private hire fees and charges.

**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.