

**LICENSING SUB-COMMITTEE held at 6.30 pm at COUNCIL OFFICES  
LONDON ROAD SAFFRON WALDEN on 13 DECEMBER 2000**

Present:- Councillor R C Dean – Chairman  
Councillors E C Abrahams, Mrs C A Cant, M A Hibbs, A R Row  
and R B Tyler.

Officers in attendance:- P Anderson – Services Officer, Mrs L J Crowe –  
Committee Officer, Mrs J Postings - Head of Legal Services,  
R Secker – Head of Environmental Services and Mrs A Turner –  
Licensing Officer.

**L32 APOLOGIES**

Apologies for absence were received from Councillors Mrs S Flack and  
D J Morson.

**L33 MINUTES**

The minutes of the meeting held on 22 November 2000 were received and  
confirmed by the Chairman as a correct record.

**L34 PROCEDURES FOR DETERMINATION OF PUBLIC ENTERTAINMENT  
LICENCES**

Members received a report suggesting revised procedures and guidance notes  
for determination of applications for Public Entertainment Licences.

RESOLVED that the procedures and guidance notes be adopted.

**L35 DETERMINATION OF APPLICATIONS – OPEN DECISION MAKING**

Members received a report which dealt with the question of open decision  
making in the licensing process.

RESOLVED that the Sub-Committee continue with the present practice  
of:-

- 1 Hearing and determining applications for Hackney Carriages and  
Private Hire Licensing in private session; and
- 2 Deliberating and deciding applications for Public Entertainment  
Licences after all representations had been heard, in private  
session.

**L35 PRIVATE HIRE – HACKNEY CARRIAGE DRIVERS’ LICENCE APPLICATION FORMS**

The Sub-Committee had received an E-mail from Councillor Mrs Flack concerning completion of the Private Hire – Hackney Carriage Drivers’ Licence application form. It was

RESOLVED that the Head of Environmental Services would inform Councillor Mrs Flack by e-mail that to eliminate confusion the form would be revised. Sub-Committee members would receive a copy of the e-mail.

**L36 EXCLUSION OF THE PUBLIC**

RESOLVED that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of Exempt Information as defined in Paragraphs 4 and 7 of Part 1 of Schedule 12A of the Act.

**L37 DETERMINATION OF A PRIVATE HIRE DRIVER’S LICENCE**

The Sub-Committee considered an application for a Private Hire Driver’s Licence where the criteria to enable the officers to determine the application under delegated authority were not satisfied. The Chairman explained to the applicant the procedure to be followed in considering the application. The applicant who was present with her representative made representations in support of her case. Members and officers questioned the applicant and the applicant had the opportunity to question the officers and sum up her case. The applicant confirmed that she considered she had had a fair hearing, then she and the licensing officers left the meeting whilst the Sub-Committee considered its decision. They were later re-admitted and informed of the decision.

RESOLVED that the application for a private hire driver’s licence submitted by the individual named in the report be deferred until officers had obtained full information on all the offences.

**L38 SEASONS’ GREETINGS**

The Chairman expressed his best wishes to members and officers for Christmas and the New Year.

The meeting ended at 8.05 pm