

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****LICENSING AND APPEALS BOARD**

**Minutes from the Meeting of the Licensing and Appeals Board held on Monday, 24th July, 2023 at 9.00 am in the Chief Executives Office, Kings Court**

**PRESENT:** Councillor B Jones (Chair)

**OFFICERS:**

James Arrandale - Legal Adviser  
Stuart Ashworth - Assistant Director, Environment and Planning  
Marie Malt - Licensing Services Manager  
Wendy Vincent - Democratic Services Officer

1 **EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That under Section 100(a)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

2 **EMERGENCY HEARING CASE**

The Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to consider an emergency case. He introduced the Panel Members, Officers and Legal Advisor.

The Licence Holder and his representative introduced themselves.

3 **PROCEDURE FOR DETERMINING HACKNEY CARRIAGE/PRIVATE HIRE LICENCE APPLICATIONS AND DISCIPLINARY HEARINGS**

The Legal Advisor outlined the procedure which would be followed at the Hearing.

4 **REPORT OF THE LICENSING SERVICES MANAGER**

At the request of the Chair, the Licensing Services Manager presented her report.

5 **LICENCE HOLDER'S CASE**

The Licence Holder presented his case and responded to questions from all parties.

6 **SUMMING UP - LICENSING SERVICES MANAGER**

The Licensing Services Manager summed up her case and requested that the Panel consider the report and dispose of the matter by using one of the options as set out in the report.

7 **SUMMING UP - LICENCE HOLDER**

The Licence Holder summed up his case.

8 **DECISION**

The Panel retired to make their decision in private, accompanied by the Legal Advisor and Democratic Services Officer.

All parties were called back into the room and the decision was read out.

A copy of the Decision Notice was handed to the Licence Holder.

**The meeting closed at 10.49 am**