

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

**Minutes from the Meeting of the Licensing and Appeals Board held on Tuesday, 31st October, 2023 at 10.00 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors B Jones (Chair), C Rose and J Kirk

**OFFICERS:**

Craig Pease – Licensing Enforcement Officer

James Arrandale – Legal Advisor

**1 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2 ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4 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.

**5 REVIEW OF COMBINED DRIVERS LICENCE**

The Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to review a Combined Drivers Licence.

**6 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.

**7 REPORT OF THE LICENSING OFFICER**

At the request of the Chair, the Licensing Manager presented the report and responded to questions from all parties.

8 **LICENCE HOLDERS CASE**

At the request of the Chair, the Licence Holder presented their case and responded to questions from all parties.

9 **SUMMING UP - LICENSING OFFICER**

The Licensing Officer summed up their 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.

10 **SUMMING UP - LICENCE HOLDER**

The Licence Holder summed up their case.

11 **OUTSTANDING MATTERS**

The Legal Advisor outlined the outstanding matters.

12 **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 Applicant.

**The meeting closed at 11.35 am**