

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

LICENSING AND APPEALS BOARD

**Minutes from the Meeting of the Licensing and Appeals Board held on
Wednesday, 11th June, 2025 at 3.30 pm in the Kempe Room - Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors B Jones (Chair), A Bubb and C Rose (Vice Chair)

OFFICERS:

Craig Pease – Senior Licensing Officer

Amy Pearce – Legal Advisor

Lauren Steele – Democratic Support Officer

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 AN EXISTING COMBINED DRIVER'S LICENCE

The Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to review an existing Combined Driver's Licence. He introduced the Panel Members, Officers and Legal Advisor.

The Licence Holder introduced himself.

**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 Senior Licensing Officer presented his report and responded to a question from the Licence Holder.

The Panel asked no questions.

8 **LICENCE HOLDER'S CASE**

At the request of the Chair, the Licence Holder presented their case and responded to a question from the Senior Licensing Officer.

The Panel asked no questions.

9 **SUMMING UP - LICENSING OFFICER**

The Senior Licensing Officer summed up their case and requested that the Panel consider the report and the representations made at the Hearing and dispose of the matter by using one of the options as set out in the report.

10 **SUMMING UP - THE LICENCE HOLDER**

The Licence Holder had nothing further to add.

11 **OUTSTANDING MATTERS**

The Legal Advisor confirmed there were no outstanding matters.

12 **DECISION NOTICE**

The Panel retired to make their decision in private, accompanied by the Legal Advisor and Democratic Support 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 5.40 pm