

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

**Minutes from the Meeting of the Licensing and Appeals Board held on
Thursday, 27th August, 2026 at 4.30 pm in the Council Chamber,
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors Ayres (Chair), Jones and Parish

OFFICERS:

Craig Pease – Senior Licensing Officer
Amy Pearce – Legal Advisor
Lauren Steele – Democratic Services 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**

The Chair declared an interest, advising that he may have attended college with the Applicant, although he was not certain. He therefore stepped down as Chair and Councillor Ayres was appointed Chair for the Panel Hearing.

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 **APPLICATION FOR A COMBINED DRIVER'S LICENCE**

The Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to consider an application for a Combined Driver's Licence. The Chair introduced the Panel Members, Officers and Legal Advisor.

The Applicant introduced themselves.

The Applicant's Representative introduced themselves.

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 their report and responded to questions from the Applicant's Representative.

There were no questions from the Panel.

8 **APPLICANT'S CASE**

At the request of the Chair, the Applicant's Representative presented their case on behalf of the Applicant and responded to questions from the Senior Licensing Officer.

There were no questions from the Panel.

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 APPLICANT**

The Applicant's Representative summed up their case.

11 **OUTSTANDING MATTERS**

The Legal Advisor advised on 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 Chair explained that the decision would be provided to all parties in writing within five working days.

The meeting closed at 6.03 pm