

**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, 25th November, 2021 at 10.00 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor D Tyler (Chair), D Whitby and M Wilkinson

**OFFICERS:**

Marie Malt – Senior Licensing Officer  
Craig Pease – Licensing Enforcement Officer  
Octavia Holman – Legal Advisor  
Rebecca Parker – 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**

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 AND APPLICATION FOR A NEW PRIVATE HIRE VEHICLE LICENCE**

The Chair adjourned the Hearing so that the Panel could inspect the Licence Holders vehicle which was subject to the application for a new Private Hire Vehicle Licence.

All parties attended the vehicle inspection.

On reconvening the Hearing the Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to consider a review of a Combined Drivers Licence and an Application for a new

Private Hire Vehicle 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 Licensing Manager presented her report and responded to questions from all parties.

8 **LICENCE HOLDERS CASE**

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

9 **SUMMING UP - LICENSING OFFICER**

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

10 **SUMMING UP - LICENCE HOLDER**

The Licence Holder summed up his 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 then returned to the room and the Legal Advisor provided detail of the advice she had provided to the Panel.

The decision was read out.

13 **DECISION NOTICE**

**The meeting closed at 12.00 pm**