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, 22nd April, 2025 at 3.30 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors B Jones (Chair), C Crofts 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 was not present at the Hearing but had sent a representative and the Licence Holder had indicated in advance of the Hearing that the Hearing could proceed in their absence.

The Licence Holder's representative 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 questions from the Panel.

The Licence Holder's representative asked no questions.

8 **LICENCE HOLDER'S CASE**

At the request of the Chair, the Licence Holder's representative presented their case and responded to questions from the Panel.

The Senior Licensing Officer 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's representative summed up their case.

11 **OUTSTANDING MATTERS**

The Legal Advisor advised 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's representative and a copy would be sent to the Licence Holder after the Hearing closed.

The meeting closed at 4.56 pm