

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

LICENSING AND APPEALS BOARD

Minutes from the Emergency Meeting of the Licensing and Appeals Board held on Thursday, 26th February, 2026 at 3.00 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor Jones (Chair) and Mark Whitmore – Assistant Director

OFFICERS:

Craig Pease – Senior Licensing Officer

Amy Pearce – Legal Advisor

Gemma Sedgley – Assistant Licensing Officer (observing)

Lauren Steele – Democratic Services Officer

1 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.

2 EMERGENCY HEARING CASE

The Chair welcomed everyone to the Hearing and stated that the purpose of the Hearing was to consider an emergency case. The Chair introduced the Panel Members, Officers and Legal Advisor.

The Licence Holder was not present at the Hearing but had indicated in advance of the Hearing that they would not be in attendance.

The Panel agreed to hold the Hearing in the Licence Holder's absence.

3 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.

4 REPORT OF THE LICENSING OFFICER

At the request of the Chair, the Senior Licensing Officer presented their report.

There were no questions.

5 **SUMMING UP - LICENSING OFFICER**

The Senior 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.

6 **OUTSTANDING MATTERS**

The Legal Advisor advised there were no outstanding matters.

7 **DECISION**

The Panel retired to make their decision in private, accompanied by the Legal Advisor, Democratic Services Officer and the Assistant Licensing Officer who was observing for training purposes.

All parties were called back into the room, and the decision was read out.

A copy of the Decision Notice would be sent to the Licence Holder after the Hearing closed.

The meeting closed at 3.44 pm