

**Date of meeting**    Wednesday, 5th May, 2021

**Time**            1.30 pm

**Venue**          Hybrid Meeting - Castle

**Contact**       Denise French 742211



**NEWCASTLE  
UNDER LYME**

**BOROUGH COUNCIL**

Castle House  
Barracks Road  
Newcastle-under-Lyme  
Staffordshire  
ST5 1BL

# Public Protection Sub-Committee

## AGENDA

PLEASE BE IN ATTENDANCE THIRTY MINUTES BEFORE COMMENCEMENT TIME FOR PRE-MEETING

### PART 1 – OPEN AGENDA

**1        APOLOGIES**

**2        DECLARATIONS OF INTEREST**

To receive declarations of interest from Members on items included in this agenda.

**3        DISCLOSURE OF EXEMPT INFORMATION**

To resolve that the public be excluded from the meeting during consideration of the attached report, because it is likely that there will be disclosure of exempt information as defined in paragraphs 1, 2 and 7 in Part 1 of Schedule 12A of the Local Government Act 1972.

**4        Local Government (Miscellaneous Provisions) Act - 1976 -                    (Pages 5 - 42)**  
**Applicant 1**

**5        Local Government (Miscellaneous Provisions) Act - 1976 -                    (Pages 43 - 76)**  
**Applicant 2**

**6        URGENT BUSINESS**

To consider any business which is urgent within the meaning of Section 100(B)4 of the Local Government Act.

**Members:**        Councillors Graham Hutton, Andrew Parker, John Williams and Ruth Wright

**Members of the Council:** If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

**Meeting Quorums :-** 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

## **SUBSTITUTE MEMBER SCHEME** (Appendix 9, Section 4 of Constitution)

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

Substitute Members:

*If you are unable to attend this meeting and wish to appoint a Substitute to attend in your place you need to:*

- Identify a Substitute member from the list above who is able to attend on your behalf
- Notify the Chairman of the Committee (at least 24 hours before the meeting is due to take place) NB Only 2 Substitutes per political group are allowed for each meeting and your Chairman will advise you on whether that number has been reached

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

**NOTE:** THERE ARE NO FIRE DRILLS PLANNED FOR THIS EVENING SO IF THE FIRE ALARM DOES SOUND, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE FRONT OF THE BUILDING BY THE STATUE OF QUEEN VICTORIA. DO NOT RE-ENTER THE BUILDING UNTIL ADVISED TO DO SO.

## **VIRTUAL MEETING PROCEDURE TO BE FOLLOWED BY PUBLIC PROTECTION AND PUBLIC PROTECTION SUB- COMMITTEE IN DETERMINING HACKNEY CARRIAGE AND PRIVATE HIRE LICENCES**

1. The Licensing Team will send out Zoom meeting links in advance of the meeting.
3. When joining the meeting you will automatically be placed in the virtual waiting room. Please ensure you join using your name not your device name. Applicants/licence holders will be brought into the meeting by Council officers when it is time to hear their case.
3. The Chair will introduce all present at the meeting and their role.
4. The Chair will confirm with the applicant or licence holder that they can clearly see and hear those present and confirm if they have a representative attending with them.
5. The Licensing Officer will outline the matter under consideration.
5. The Chair will then invite the applicant or licence holder to make any representations. The applicant or licence holder may make his/her representations personally or through a representative, who shall first identify him/herself.
6. The committee members may ask questions of the applicant/licence holder and Licensing officers.
7. Once members are satisfied that they have all the information they need the applicant/licence holder and Licensing Officers will be removed to separate virtual waiting rooms – this is done by Council IT staff.
9. The committee will consider the merits of the matter in private.
10. The applicant/licence holder and Licensing Officers will be returned to the main meeting by Council IT staff. They will be verbally notified of the decision. The applicant/licence holder will be asked to confirm they understand the decision and will then be removed from the virtual meeting by Council IT staff.
11. The committee's decision will be confirmed in writing by the Proper Officer, Nesta Barker.

Please mute your microphone unless invited to speak.

**The sub-committee can depart from the above procedure should it feel appropriate to do so.**