

# Minutes

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## Licensing Sub-Committee Thursday, 23rd September, 2021

### Attendance

Cllr Barber  
Cllr Dr Barrett

Cllr Bridge

### Apologies

### Substitute Present

### Also Present

### Officers Present

Paul Adams	-	Principal Licensing Officer
Dave Leonard	-	Licensing Officer
Debra Wright	-	Administrator, Licensing
Dimple Roopchand	-	Legal Representative
Zoe Borman	-	Governance and Member Support Officer

### Live broadcast

#### 121. Appointment of Chair

Members resolved that Cllr Bridge should chair the meeting.

#### 122. Administrative Function

Members were respectfully reminded that, in determining the matters listed below, they were exercising an administrative function with the civil burden of proof, ie, 'on the balance of probabilities.' The matter would be determined on the facts before the Sub-Committee and the rules of natural justice would apply.

### **123. Revocation of personal license**

An application had been received to determine an application from Essex Police for the revocation of a personal licence. The revocation is sought as the licence holder had received a relevant conviction since the licence was granted.

The Sub-Committee considered this report and appendices and all the information made available to it and determined whether to either:

- a) Revoke the Personal Licence, or
- b) Suspend the personal Licence for a period up to 6 months, or
- c) Take no action.

The Members' decision was to Revoke the Personal Licence.

In reaching this decision Members had regard to the application submitted by Essex Police.

Members had regard to the Section 182 Guidance issued under the Licensing Act 2003, in particular paragraphs 4.45 – 4.51 regarding their powers to revoke or suspend personal licences and the Council's Statement of Licensing Policy.

In reaching this decision to revoke, Members had regard to the other steps available to them and determined that this would not be appropriate.

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