

Runnymede Borough Council

LICENSING COMMITTEE

Thursday 24 January 2008 at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillor J.M. Edwards (Chairman), Mrs P.I. Broadhead (Vice-Chairman), R.J. Edis, Mrs E. Gill, Ms. R.E. Haylor, R.N. Jones, C. Knight, D.W. Parr, B.J. Relph and N. Stewart.

In accordance with Standing Order 29.2 any non-member of the Committee who is considering attending the meeting should first request the permission of the Chairman.

## **A G E N D A**

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Miss C. Pinnock, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- iv) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

#### **Matters in respect of which reports have been made available for public inspection**

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### **PART II**

#### **Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

- a) Exempt Information  
(No reports to be considered under this heading).
- b) Confidential Information  
(No reports to be considered under this heading)

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. MINUTES

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 22 November 2007 as attached at Appendix 'A'.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. REVENUE ESTIMATES 2008/09 (DF)

(Ref: Minutes of the Licensing Committee, January 2007, page 713, para. 494)

1. Purpose of Report

1.1 **The purpose of this report is to consider the draft Revenue Estimates for 2008/09.**

2. Background Information

2.1 A budget is the expression in financial terms of the Council's policies over the next year and is a statement of intention against which achievement can be compared. The main objectives of budgeting are:

- Satisfaction of statutory requirements
- Determining the amount which needs to be raised from Council Tax or rents
- Assisting in the planning and policy making process
- Policy implementation and control
- A means of measurement, and
- Strategic planning

3. Report

3.1 The report is attached at Appendix 'B'. The estimates are divided into the following sections:

- i) Licensing estimates (Annex 1, pages 4 - 10);
- ii) Current and proposed fees and charges (Annex 2, pages 12 - 14).
- iii) Assumptions used in setting the budgets for 2008/09 (Annex 3, pages 16 – 19)

The Officers' Recommendation covers all the above service areas.

**OFFICERS' RECOMMENDATION that -**

- i) **the draft Revenue Estimates for 2008/09 be approved as submitted and the Corporate Management Committee be requested to make provision accordingly; and**
- ii) **the proposed increases in fees and charges for 2008/09, as set out in Appendix 'B' to the estimates, be approved to be effective either from the first week of April 2008 or 1 April 2008 as appropriate.**

**(TO RESOLVE)**

Background Papers

Director of Finance's Estimates files (part exempt)

6. LICENSING SUB-COMMITTEE – MINUTES (DTS)

Attached at Appendix 'C' are the Minutes in respect of one application for a Premises Licence which was determined by the Licensing Sub-Committee in accordance with the Licensing Act 2003 since the last meeting of this Committee in November 2007.

	Date	Premises	Ward	Application type	Decision
1.	27/11/07	Caspari Restaurant – Units 1A and 1B Phoenix Plaza, Guildford Street, Chertsey	Chertsey St Ann's	Premises Licence	Grant subject to conditions

**(FOR INFORMATION)**

Background Papers

None.

7. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing items in private, it is the

**OFFICERS' RECOMMENDATION that -**

**where appropriate the press and public be excluded from the meeting during discussion of the report(s) under Section 100A(4) of the Local Government Act 1972 on the grounds that the report(s) in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraphs of Part 1 of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)