



# East Cambridgeshire District Council

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## Meeting: Licensing Committee

Time: 10:00am

Date: Wednesday 14 February 2024

Venue: Council Chamber, The Grange, Nutholt Lane, Ely, CB7 4EE

Enquiries regarding this agenda: Hannah Walker

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## Committee membership

**Quorum:** 5 members

### Conservative members

Cllr Christine Ambrose Smith  
Cllr Lavinia Edwards  
Cllr Martin Goodearl  
Cllr Keith Horgan (Vice-Chairman)  
Cllr Julia Huffer (Chairman)  
Cllr Kelli Pettitt

### Conservative substitutes

Cllr Ian Bovingdon  
Cllr Bill Hunt  
Cllr Alan Sharp

### Liberal Democrat members

Cllr Charlotte Cane  
Cllr Mark Inskip  
Cllr John Trapp (Lead Member)  
Cllr Alison Whelan  
Cllr Gareth Wilson

### Liberal Democrat substitutes

Cllr Chika Akinwale  
Cllr Lorna Dupré  
Cllr Caroline Shepherd

**Lead Officer:** Liz Knox, Environmental Services Manager

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## AGENDA

1. **Apologies and substitutions** [oral]

2. **Declarations of interests** [oral]

To receive declarations of interests from Members for any items on the agenda in accordance with the Members Code of Conduct.

### 3. Minutes

To confirm as a correct record the minutes of the meeting of the Licensing Committee held on 13 December and the following Licensing (Statutory) Sub Committee meetings:

- 24 November 2023
- 7 December 2023
- 13 December 2023

4. **Chairman's announcements** [oral]
  5. **Department for Transport (DfT) – Best practice guidance update**
  6. **Senior Licensing Officer's update** [oral]
  7. **Forward agenda plan**
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### Notes

1. Members of the public are welcome to attend this meeting. If you are visiting The Grange during normal working hours you should report to the main reception desk. If you come to an evening meeting please enter via the door in the glass atrium at the back of the building.

Admittance is on a "first come, first served" basis and public access will be from 30 minutes before the start time of the meeting. Due to room capacity restrictions, members of the public are asked, where possible, to notify Democratic Services ([democratic.services@eastcambs.gov.uk](mailto:democratic.services@eastcambs.gov.uk) or 01353 665555) of their intention to attend a meeting.

The livestream of this meeting will be available on [the committee meeting's webpage](https://www.eastcambs.gov.uk/meetings/licensing-committee-140224) (<https://www.eastcambs.gov.uk/meetings/licensing-committee-140224>). Please be aware that all attendees, including those in the public gallery, will be visible on the livestream.

2. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups in our building or at our meetings and would ask members of the public to bring their own drink to the meeting if required.
3. Fire instructions for meetings:
  - if the fire alarm sounds, please make your way out of the building by the nearest available exit, which is usually the back staircase or the fire escape in the Chamber and do not attempt to use the lifts
  - the fire assembly point is in the front staff car park by the exit barrier
  - the building has an auto-call system to the fire services so there is no need for anyone to call the fire services

The Committee Officer will sweep the area to ensure that everyone is out.

4. Reports are attached for each agenda item unless marked "oral".
5. If required, all items on the agenda can be provided in different formats (such as large type, Braille or audio tape, or translated into other languages), on request, by calling main reception on (01353) 665555 or e-mail: [translate@eastcambs.gov.uk](mailto:translate@eastcambs.gov.uk)

6. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

“That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended).”

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