



**Service Director – Legal, Governance and  
Commissioning**

**Samantha Lawton**

Governance and Commissioning

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**Tel:** 01484 221000

## **Decision Summary**

**Committee:**

**Date:**

**Committee Clerk:**

**TEL:**

**LICENSING AND SAFETY COMMITTEE**

**THURSDAY 2 JULY 2026**

**Jenny Bryce-Chan**

**01484 221000**

### **Chair**

Councillor Michael Howard

### **Councillors Attended**

Councillor Khuram Amjad

Councillor Timothy Bamford

Councillor Damian Brook

Councillor Stephan Dransfield

Councillor Pip Harvey

Councillor Akhtar Kasia

Councillor Susan Lee-Richards

Councillor David Ridgway

Councillor Michael Simmons

Councillor Mark Smith

Councillor Alex Vickers

### **Attendees**

Tahir Hanif, Legal Advisor to the Committee

Fiona Goldsmith, Public Protection Group Leader

Martin Wood, Head of Public Protection

Russell Williams, Operational Manager, Public Protection

### **Apologies**

Councillor James O'Leary

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## **1 Membership of the Committee**

To receive apologies for absence from those Members who are unable to attend the meeting and details of substitutions and for whom they are attending.

Apologies were received on behalf of Councillor James O'Leary.

Councillor Philip James substituted for Councillor James O'Leary under the provision of Council Procedure Rule 35 (7).

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## **2 Minutes of Previous Meeting**

To approve the minutes of the meeting of the Panel held the 15<sup>th</sup> September 2025.

### **RESOLVED:**

That the minutes of the meeting held on the 15<sup>th</sup> September 2025 be approved as a correct record.

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## **3 Declaration of Interests**

Members will be asked to say if there are any items on the Agenda in which they have any disclosable pecuniary interests or any other interests, which may prevent them from participating in any discussion of the items or participating in any vote upon the items.

No interests were declared.

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## **4 Admission of the Public**

Most agenda items take place in public. This only changes where there is a need to consider exempt information, as contained at Schedule 12A of the Local Government Act 1972. You will be informed at this point which items are to be recommended for exclusion and to be resolved by the Board.

All agenda items were considered in public session.

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## **5 Deputations/Petitions**

The Committee will receive any petitions and/or deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also submit a petition at the meeting relating to a matter on which the

body has powers and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

No deputations or petitions were received.

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## **6 Public Question Time**

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

No public questions were received.

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## **7 Annual Licensing Services Update Report**

The purpose of the report is to inform members of the activities undertaken to discharge the Council's licensing functions from 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026 and report on any up-and-coming changes to regulations.

**Contact:** Fiona Goldsmith, Public Protection Group Leader for Licensing, Tel: 01484 221000.

### **RESOLVED:**

That the Annual Licensing Service Update Report be noted.

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