

LICENSING COMMITTEE

Minutes of the meeting held on 11 January 2023 commencing at 7.00 pm

Present: Cllr. Clack (Chairman)

Cllr. Abraham (Vice-Chairman)

Cllrs. Bonin, Dr. Canet, Edwards-Winsor, Esler, Layland, Pett, Waterton and Williams

Apologies for absence were received from Cllrs. Raikes and Roy

8. Minutes

Resolved: That the Minutes of the meeting held on 28 September 2022 and the Licensing Hearings held on 6 October 2022 and 14 October 2022, be approved and signed by the Chairman as a correct record subject to, the meeting held on 28 September 2022, Minute 4, paragraph 1 being amended to read “The Head of the Licensing Partnership presented the report which set out the options to either increase fees by 5% for Taxi and Private Hire Licensing Fees and Charges 2023/24 or keep them unchanged. The report recommended that fees remain unchanged from the previous year.

9. Declarations of interest

There were none.

10. Actions from the previous meeting

There were none.

11. Sexual Entertainment Licensing Fees

Members considered the report which set out the level of fees and charges for a Sexual Entertainment Licence. The fees were unchanged from 2022 - 2023, as the Licensing Department had not received or processed an application within the District. Members were advised that the fees laid out in the report were for a period of 1 year.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

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Resolved: That the level of fees and charges as set out below be approved from 1 April 2023

Type of Application	Fee
New Application	3641
Renewal Application	3641
Transfer Application	1825

12. Gambling Act 2005 Licence Fees From April 2023

Members considered the report and associated appendices which set out the proposed gambling licence fees for 2023-2024. Members were informed that the title of the report and appendix should read 'Gambling Act 2005 Licence Fees from April 2023'. The fees ensured that the Council complied with its statutory duty and ensured that the Gambling Licensing service remained self-financing. The fees included a 5% increase from the previous year to account for the increase to projected service running costs.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That the level of fees and charges as set out below be approved from 1 April 2023:

	New Application proposed fee	New Application maximum fee possible	New Application current fee	Annual Fee proposed	Annual Fee maximum possible	Annual Fee currently
Existing Casinos	n/a	n/a	n/a	n/a	n/a	n/a
New Small Casino	8000	(8000)	8000	4850	(5000)	4619
New Large Casino	10000	(10000)	9579	7828	(10000)	7455
Bingo Club	2480	(3500)	2362	870	(1000)	829
Betting Premises (excluding Tracks)	3000	(3000)	2969	600	(600)	600
Tracks	1944	(2500)	1851	870	(1000)	829
Family entertainment Centres	1944	(2000)	1851	715	(750)	681

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	New Application proposed fee	New Application maximum fee possible	New Application current fee	Annual Fee proposed	Annual Fee maximum possible	Annual Fee currently
Adult Gaming centre	1944	(2000)	1851	750	(750)	750
Temporary Use Notice	251	(500)	239	n/a	n/a	n/a

	Application to Vary	Application to Transfer	Application for Re-Instatement	Application for Provisional Statement	Licence Application (provisional Statement holders)	Copy Licence	Notification of Change
	£	£	£	£	£	£	£
Existing Casinos	n/a	n/a	n/a	n/a	n/a	n/a	n/a
New Small Casino proposed fee	4000	1800	1800	8000	3000	13	32
New Small Casino maximum fee possible	(4000)	(1800)	(1800)	(8000)	(3000)	(25)	(50)
New Small Casino current fee	3986	1771	1771	8000	2990	12	30
New Large Casino proposed fee	4776	2150	2150	10000	4608	13	32
New Large Casino maximum fee possible	(5000)	(2150)	(2150)	(10000)	(5000)	(25)	(50)
New Large Casino current fee	4549	2150	2150	9584	4389	12	30
Bingo Club proposed fee	1750	1200	452	2480	1200	13	32
Bingo Club maximum fee possible	(1750)	(1200)	(1200)	(3500)	(1200)	(25)	(50)
Bingo Club current fee	1750	1200	430	2362	1200	12	30
Betting Premises proposed fee	1500	1200	429	1944	1200	13	32
Betting Premises maximum fee possible	(1500)	(1200)	(1200)	(3000)	(1200)	(25)	(50)

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Betting Premises current fee	1500	1200	409	1851	1200	12	30
Tracks proposed fee	1250	950	429	1894	950	13	32
Tracks maximum fee possible	(1250)	(950)	(1200)	(2500)	(950)	(25)	(50)
Tracks current fee	1250	950	409	1804	950	12	30
FEC's* proposed fee	1000	950	429	1938	950	13	32
FEC's maximum fee possible	(1000)	(950)	(050)	(2000)	(950)	(25)	(50)
FEC's current fee	1000	950	409	1846	950	12	30
Adult Gaming Centre proposed fee	1000	1200	435	1938	1200	13	32
Adult Gaming Centre maximum fee possible	(1000)	(1200)	(950)	(2000)	(1200)	(25)	(50)
Adult Gaming Centre current fee	1000	1200	414	1846	1200	12	30
TUN** proposed fee	n/a	n/a	n/a	n/a	n/a	13	32
TUN maximum fee possible	n/a	n/a	n/a	n/a	n/a	(25)	(50)
TUN current fee	n/a	n/a	n/a	n/a	n/a	12	30

*FECs = Family Entertainment Centres

** TUN - Temporary Use Notice

13. Hackney Carriage and Private Hire Licensing: Licence Fees And Charges 2023/24

Members considered a report which updated the Committee on the Hackney Carriage and private hire licensing fees and charges 2023-24. The report recommended that fees remain unchanged for 2023/24. At its meeting on 28 September 2022, the Committee resolved to keep fees and charges unchanged from the previous year and asked Officers to report back to its next meeting with an update once the annual credit/deficit position at the end of the financial year 2022/23 was clearer ([Licensing Committee - 28 September 2022 - Minute 4](#)).

The Senior Licensing Officer confirmed that the predicted income for the current financial year resulted in a final credit situation of approximately £4,000 which would help balance the 2023/24 financial year expenses due to a predicted increase in the Licensing Hub Team Costs. It was also noted that the number of licensed drivers had been decreasing year on year although the pandemic had

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affected numbers significantly. It was predicted that a further 15 drivers would become licensed before the end of March 2023.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: for the financial period 2023-24 Taxi fees remain unchanged as set out below:

	Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Dual Driver Licence

	Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Hackney Carriage Vehicle Licence

	Cost
New and Renewal Application	£325 for one year

Private Hire Operator Licence

	Cost
New application for 5 year licence	£747
Renewal for 5 year licence	£586
New application for 3 year licence	£534
Renewal for 3 year licence	£374
New application for 1 year licence	£324
Renewal for 1 year licence	£164

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Private Hire Driver Licence

	Cost
Knowledge Test	£51.50
EQUO Online Test	£66 per test
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Private Hire Vehicle Licence

	Cost
New and Renewal Application	£297 for one year

Additional Costs

	Cost
DBS application	£40
DBS administration fee	£30
Change of Driver Licence type	£54
Replace Vehicle Plate	£18
Replace Driver Badge	£24
Change of Ownership of licensed vehicle	£27
Duplicate paper licence	£10
Temporary Replacement	£33
Add or remove a name from a vehicle licence	£18
Change of name and address (driver badge not included)	£18
Private hire exemption certificate	£42
General Admin Fee	£30

If a vehicle licence is surrendered within 6 months of issue, a refund of £113 will be issued.

14. Work Plan

The Work Plan was noted and it was agreed that the Licensing Partnership Annual Update 2023/24 be moved to the June meeting.

THE MEETING WAS CONCLUDED AT 7.14 PM

CHAIRMAN