Merton Council
Licensing sub-committee

Membership

Councillors: Chris Edge (Chair)

Philip Jones

Logie Lohendran

A meeting of the Licensing sub-committee will be held on:

Date: **Tuesday 29 April 2014**

Time: **18:45**

Venue: **Council chamber - Merton Civic Centre, London Road, Morden SM4 5DX**

Agenda for this meeting

1.   Declarations of Pecuniary Interest

2.   Just Drinks, 15-17 Leopold Road, London SW19 7BB   1 - 68

3.   St. Judes Confectioners, 172 London Rd, Mitcham (ITEM WITHDRAWN)

Note on declarations of interest

Members are advised to declare any Disclosable Pecuniary Interest in any matter to be considered at the meeting. If a pecuniary interest is declared they should withdraw from the meeting room during the whole of the consideration of that mater and must not participate in any vote on that matter. If members consider they should not participate because of a non-pecuniary interest which may give rise to a perception of bias, they should declare this, .withdraw and not participate in consideration of the item. For further advice please speak with the Assistant Director of Corporate Governance.

This is a public meeting and attendance by the public is encouraged and welcomed. For more information about the agenda and the decision making process contact democratic.services@merton.gov.uk or telephone 020 8545 3616.

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Summary of procedure

1. Declarations of Interest
2. Welcome by Chair – remind parties that the hearing is being recorded
3. Chair asks parties if they accept the accuracy of the Notice of Hearing and that all relevant Notices, Applications and representations have been included.
4. Chair asks the parties if they have, since the issue of the notice, resolved any of the issues and if so to outline their proposed solution. If all issues are covered by this solution then go to stage 10, otherwise use the following procedure to address the remaining points.
5. Chair outlines procedure as follows:
6. Applicant
   - Applicant's brief statement clarifying their application and addressing any points of clarification raised in the Notice of Hearing
   - Applicants witnesses (if any) to speak on points of clarification raised in the Notice of Hearing.
   - Questioning of the applicant by other parties
   - [1] Questioning of the applicant by members
7. Other parties (It is suggested that responsible authorities are taken first and then public representations)
   - Party's brief statement clarifying their representation and addressing any points of clarification raised in the Notice of Hearing.
   - Party's witnesses (if any) to speak on points of clarification raised in the Notice of Hearing
   - Questioning of the party by the applicant
   - If the party is a responsible authority then questioning of the party by other parties may be appropriate.
   - [1] Questioning of the party by members
8. Other parties summarise their points
9. Applicant summarises their points
10. [2] Legal Officer asked for any comments
11. [2] Licensing Officer asked for any comments
12. Chair advises parties that the sub-committee will retire to consider the issues and take legal advice after which the public session will be resumed.
13. Sub-committee retires to consider the issues and take legal advice
14. Sub-committee reconvenes
15. Legal advice given in private session repeated in public by legal officer
16. Decision of sub-committee given – parties advised that a Notice of Determination will be sent to them – **OR** – parties advised of the date when a determination will be made.
17. Close of hearing

[1] *Members can ask any question of any party at any time but should normally try to do so at these points.*
[2] *Legal and Licensing Officers should be involved at any stage where members feel they can be of assistance but a particular point should be made of asking for their comments at this stage*