

# **Agenda Item 1**

## **Minute**

**DRAFT**

**FALKIRK COUNCIL**

**Note of meeting of the Falkirk Local Licensing Forum held in the Municipal Buildings, Falkirk on Thursday 25 April 2019 at 3.30 p.m.**

**Present**

**Forum members** David Gibson (Social Work); Aileen Holliday (Health); John Hamilton (Trade); Madelene Hunt (Public); Andy Kane (Public); Michael Kleist (Public); Ian Lovie (Trade); Ruth McDonald (Health); Thomas Ross (LSO), Sergeant Sandra Treachard (Police Scotland)

**Apologies** Gordon Emslie  
Mark Stevenson

**Chair:** John Hamilton

**Also present** Alison Barr, Consumer Protection Manager; Brian Pirie, Democratic Services Manager

**1. Appointment of Convener**

Thomas Ross nominated John Hamilton for the position of convener.

**Decision**

**The forum appointed John Hamilton as convener.**

**2. Minute**

(1) The minute of the meeting of the Licensing Forum held on 1 November 2018 was approved.

(2) The minute of the meeting of the Licensing Forum held on 19 February 2019 was noted.

**3. Matters Arising from Minute**

There were no matters arising.

#### **4. Update on the Introduction of the new Statement of Licensing Policy**

Alison Barr gave an update on the introduction of the new Statement of Licensing Policy which included updates on the following:-

- New requirements in regard to CCTV and EPOS for all new premises licence applications – Alison Barr stated that all new applications had complied with the requirements of the policy.
- Licensing Board visits – the Board's new policy position was to visit premises ahead of consideration of applications at the Board. This had been welcomed in the consultation on the draft policy and feedback was positive since its introduction as part of the new policy.

The forthcoming joint meeting of the Forum and Board on Licensing activity would include information on the applications for occasional licences. There had been an increase in the number of applications each of which required staff resources. The fee of £10, which was prescribed, contributed to the service did not cover its costs. A consultation on the fee had been launched by the Scottish Government. The Forum discussed the benefits of introducing a tiered fee structure in recognition of the different types of applicant for occasional licences (which could range from bar hire business to small clubs). In regard to occasional licences Ms Barr added that the new policy had been strengthened to ensure that applicants were aware of ~~roles~~ their responsibilities and were required to provide a statement on how they will fulfil the licensing objectives at the event.

Ms Barr gave a short overview of the 2018 Xmas and New Year period and the impact of the Board's general extension of hours. The effect had been that the number of extended hour's applications had decreased significantly. During the period there had been 4 minor incidents at licensed premises. The festive dates for 2019/20 would be considered by the Board at its June meeting.

Alison then advised that the Licensing Standards Officers had set up a Facebook page with the aim of utilising social media to a greater degree. It was hoped that this would be an up to date and accessible way to communicate with all stakeholders.

The Forum discussed at length an application for extended hours in December which had been refused. Ms Barr explained the Boards decision, and its decision making in regard to the legislation.

#### **5. Any other Competent Business**

Ms Barr confirmed, following a question that the review of overprovision had not yet been concluded but it was hoped to complete this in the next few months.

#### **6. Date of Next Meeting**

The statutory joint meeting of the Forum and the Licensing Board would be held on 27 May 2019. Invites had been issued and a copy of the report would be emailed shortly.