Merton Council
Licensing Sub-Committee

Membership

Councillors:

Mike Brunt

Caroline Charles

Stephen Mercer

A meeting of the Licensing Sub-Committee will be held on:

Date: **12 May 2023**

Time: **3.00 pm**

Venue: **These are virtual meetings and therefore not held in a physical location**

Agenda for this meeting

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. For further advice please speak with the Managing Director, South London Legal Partnership.

This is a public meeting and attendance by the public is encouraged and welcomed. For more information about the agenda and the licensing decision making process contact democratic.services@merton.gov.uk or telephone 020 8545 3357.

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Procedure to be followed at Licensing Hearing

1. The Chair will welcome all parties and all present will be introduced/introduce themselves

2. The Chair will confirm the sub-committee hearing procedures, a copy of which was included in the notice and agenda packs sent to all parties.

3. The Chair will ask the Legal Adviser to inform those present that the sub-committee had a briefing prior to the hearing to confirm the procedure and for clarification on any aspect of the application.

4. The Chair will ask Legal Adviser to confirm the process for questioning and whether there had been any requests for adjournments.

5. The Chair will ask the Licensing Officer if there are any technical issues they feel should be brought to their attention i.e. withdrawal of objector/agreed conditions
(Note: If all objections are withdrawn then the Sub-Committee may go straight to point 14.
If all conditions are agreed by all parties then the Sub-Committee may go straight to point 14)

6. The Applicant will present their case. Questions can then be asked of the Applicant by the Responsible Authorities, the interested parties and members of the Sub-Committee.

7. The Responsible Authorities will present their case. Questions can then be asked of the Responsible Authorities by the Applicant, the interested parties, and members of the Sub-Committee.

8. Presentation by any interested party. Questions can then be asked of the interested party by the Applicants, the Responsible Authorities and members of the Sub-Committee.

9. The Chair will ask the Licensing Officer for any comments/ clarifications

10. The Chair will ask the Legal Adviser for any comments/clarifications

11. The Chair will invite closing statements by the responsible authorities

12. The Chair will invite closing statements by the interested parties

13. The Chair will invite closing statements by the Applicant

14. The Chair will announce that the Sub-Committee are retiring for private session. The Legal Officer and Clerk will be invited to also retire.

15. The Chair will inform those present that all parties should receive a written copy of the decision notice within 5 working days, and then close the Hearing

Public Information

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