

DARTFORD BOROUGH COUNCIL

**LICENSING COMMITTEE**

**MINUTES** of the meeting of the Licensing Committee held on Tuesday 27 November 2018, commencing at 7.00pm

**PRESENT:** Councillor A Bardoe (Chairman)  
Councillor J Burrell (Vice-Chairman)  
Councillor I D Armitt JP  
Councillor R M Currans  
Councillor M J Davis  
Councillor D A Hammock  
Councillor C S McLean  
Councillor D J Reynolds  
Councillor L J Reynolds

**11. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Hunnisett, Jones, Mrs M B Kelly, P Kelly, and Read.

The Committee noted the appointment of Councillor D L Reynolds as a substitute member for Councillor Hunnisett.

**12. FIRE EVACUATION PROCEDURE AND THE ARRANGEMENTS AND CONSTRAINTS RELATING TO THE FILMING OR RECORDING OF THE MEETING**

The Clerk to the Committee explained the fire evacuation procedure and the arrangements and constraints relating to the filming or recording of the Meeting.

**13. DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

**14. CONFIRMATION OF THE MINUTES OF THE MEETING OF A) THE LICENSING COMMITTEE HELD ON 26 SEPTEMBER 2018; AND, B) THE LICENSING SUB COMMITTEE HELD ON 10 SEPTEMBER 2018.**

The Minutes of the Licensing Committee held on 26 September and Licensing Sub - Committee held on 10 September 2018 were confirmed as accurate records of these meetings.

**15. URGENT ITEMS**

The Chairman confirmed that there were no urgent items for the Board to consider nor any items referred to the Board for consideration.

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16. **DRAFT CODE OF GOOD PRACTICE ON PROMOTING THE FOUR LICENSING OBJECTIVES.**

The Committee were reminded that, at their meeting held on 26 September 2018, when considering a draft Licensing Policy for Dartford, it was resolved that an additional document should be drafted and appended to the Policy to reflect the aspirations and visions of the Council as a Licensing Authority.

Accordingly Members considered a draft Code of Practice which aimed to promote the current four statutory licensing objectives, and act as a guide to Applicants regarding the Council's requirements, when making applications.

Having considered the draft Code Members asked that the following amendments be made

- Clarification/Standardisation of the terminology used to describe staff employed to provide security in licensed premises throughout the document;
- The removal of Clause CD14 (c) as it is repeated elsewhere in the Code;
- The re wording of Clause CD16 (a) to read "Staff training should be provided to give them the knowledge and confidence to deal with difficult situations and reduce crime and disorder at the premises."
- To reword Clauses PN 11, 12, 13 and 14 to read:

"PN11 **Display prominent signs** in external areas such as beer gardens and forecourts asking customers to keep noise to a minimum."

"PN12 **The use of external areas should be restricted** after 10pm if premises are in a residential area."

"PN13

**(a) Due regard** should be given to the location of smoking areas and ensure reasonable steps are undertaken to deter smokers from smoking in public places which may cause a nuisance to residents or members of the public.

**(b)** the number of smokers permitted outside at any one time after a certain time must be limited.

**(c)** Smokers must be discouraged from loitering outside premises by not permitting them to take their drinks with them and removing external furniture after a certain time."

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“PN14

(a) Regular monitoring and management of external areas must be undertaken to ensure that customers are not causing a disturbance to local residents.

(b) Where private forecourts are used, a physical barrier such as a rope should be used to mark the boundary of the area outside the premises where customers are allowed. Permission for external barriers or seating on the public highway should be obtained from Kent County Council.

(c) Customers should not be permitted to congregate on and block the public highway for passers - by.”

The Committee having noted the proposed amendments

RESOLVED

That the Code of Conduct as amended be referred to the General Assembly of the Council for approval and inclusion as an addendum to the draft Licensing Policy for Dartford.

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The meeting closed at 7.55 pm

Councillor C McLean  
CHAIRMAN