



Meeting                      Licensing Sub-Committee  
Date and Time              Monday, 10th June, 2019 at 10.00 am.  
Venue                         Wykeham Room, Guildhall, Winchester

## AGENDA

1.     **Variation to Premises Licence - Norton Park Hotel, Bullington Road, Norton, Winchester, Hampshire, SO21 3ND (LR523)** (Pages 5 - 60)
2.     **Variation to Premises Licence - Old House Hotel, The Square, Wickham, Fareham, PO17 5JG (LR524)** (Pages 61 - 116)

L Kirkman  
Corporate Head of Resources and Monitoring Officer

29 May 2019

Agenda Contact: Claire Buchanan, Senior Democratic Services Officer  
Tel: 01962 848 438   Email: [cbuchanan@winchester.gov.uk](mailto:cbuchanan@winchester.gov.uk)

### **The Membership of the Sub-Committee will be:**

**Cllrs Green (Chairman), Laming and Mather – Cllr Bentote (Reserve)**

**Appointments** - The Sub-Committee consists of a Chairman and two other Members who are appointed on a rota basis from the membership of the full Licensing and Regulation Committee (not including deputies) subject to availability. Four Members of the Committee have been nominated as Chairmen for the sub-committee and are also appointed on a rota basis.

For information, the Membership of the Licensing and Regulation Committee is:

Councillors: Bentote, Achwal, Clementson, Cook, Fern, Gemmell, Gordon-Smith, Green, Laming, Mather and Williams

## **Licensing Sub Committee - Procedure for Hearing Applications for a New Premises Licence, Variations to a Premises Licence or Club Premises Certificate**

In accordance with the Licensing Act 2003 (Hearings) Regulations 2005, the hearing will take the form of a discussion led by the Sub-Committee. Cross-examination will not be permitted unless the Sub-Committee considers it necessary to properly consider the matter.

Written objections, representations and petitions will be circulated with the Agenda and Report and will be taken into account by Members of the Sub-Committee. Only those who have made "relevant representations" within the meaning of the Licensing Act 2003 will be entitled to be heard as of right by the Sub-Committee.

1. The Chairman will set out the procedure to be followed during the hearing
2. **Licensing Manager/Officer** will introduce the Report.
3. The Members may ask questions of the **Licensing Manager/Officer**
4. The **Applicant** or representative may address the Sub-Committee as follows:- a) to clarify any points which the Licensing Authority has given notice of (Regulation 7(1)(d) of the Licensing Act 2003 (Hearings) Regulations 2005; b) to address the Sub-Committee and present the application.
5. Members of the Sub-Committee may ask questions of the **Applicant** or representative

Responsible Authorities who have made representations will then be allowed to introduce their representations. The Sub-Committee may ask them questions, and (subject to the permission of the Sub-Committee) the Applicant or representative may ask them questions.

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6. **Environmental Health Officer**
7. **Police**
8. **Fire Service**
9. **Child Protection Team**
10. **Local Planning Authority / South Downs National Park Authority**
11. **Health and Safety Executive**
12. **Trading Standards**
13. **NHS Public Health Manager**

14. **Licensing Authority**

Persons who have made Relevant Representations (within the meaning of the Licensing Act 2003) will then be allowed to introduce their representations. The Sub-Committee may ask them questions, and (subject to the permission of the Sub-Committee) the Applicant or representative may ask them questions.

15. **Persons making Relevant Representations**

16. The **Applicant** or representative may address the Sub-Committee in order to reply to any representation made.

17. Members of the Sub-Committee may ask questions of the **Applicant** or representative

The Sub-Committee will retire to consider the application in private with only the Head of Legal Services' representative and Democratic Services Officer in attendance. The Committee will reach its determination and notify the applicant of the decision, and give reasons for that decision, in accordance with Regulations 26 – 29 of the Licensing Act 2003 (Hearings) Regulations 2005.