

North Somerset Council

Licensing Sub-Committee

Procedure to be followed for meetings of the Licensing Sub-Committee when considering applications for Street Trading Consents, Licences or Street Café, Outdoor Seating Area Licences

The Chairman introduces members of the Sub-Committee and officers present, and explains the procedure to be followed:

- 1 The Chairman invites the Licensing Authority's representative to outline the proposal. All parties may then ask questions
- 2 The Chairman invites anyone who opposes the application to address the Sub-Committee. All parties may ask questions
- 3 The Chairman invites anyone who supports the application to address the Sub-Committee. All parties may ask questions
- 4 The Chairman invites the applicant or his/her representative to present the application. All parties may then ask questions
- 5 The parties are then invited to sum up
- 6 The Sub-Committee withdraws to consider the submissions and to make its deliberations
- 7 On returning to the meeting with all parties present, the Chairman/Legal Adviser to the Sub-Committee announces the decision

Please note:-

All persons who have written to the Authority in connection with any of the applications on the agenda will have been invited to attend the hearing.

The Chairman appointed for the meeting shall have absolute control of the Hearing and the ruling of the Chairman shall be final.

The Legal Advisor to the Sub-Committee can assist the Chairman during the Hearing and may interrupt proceedings when it is considered necessary to ensure that the Sub-Committee is able to determine the application fairly.