

Licensing Committee (Non-Licensing Act 2003 Functions)

Date: **18 June 2026**

Time: **3.00pm**

Venue: **Council Chamber, Hove Town Hall**

Members: **Councillors:** Czolak (Chair), Cattell (Deputy Chair), Pickett (Opposition Spokesperson), Bagaeen, Davis, Gauge, Helliwell, Hewitt, Lyons, Miller, Nann, Parrott, Sheard, Sykes and Thomson

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AGENDA

Part One

Page No.

1 PROCEDURAL BUSINESS

(a) Declaration of Substitutes: Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) Declarations of Interest:

- (a) Disclosable pecuniary interests
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(c) Exclusion of Press and Public: To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part Two of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

2 MINUTES OF THE PREVIOUS MEETING

7 - 10

3 CHAIR'S COMMUNICATIONS

4 CALLOVER

- (a) All agenda items will be read out at the meeting and Members invited to reserve the items for consideration.

- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

5 PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 8 June 2026;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 8 June 2026.

6 MEMBER INVOLVEMENT

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Written Questions:** to consider any written questions;
- (c) **Letters:** to consider any letters;
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.

7 ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the next Full Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, any Group may specify one further item to be included by notifying the Chief Executive no later than 10am on the eighth working day before the Council meeting at which the report is to be made, or if the Committee meeting take place after this deadline, immediately at the conclusion of the Committee meeting.

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon 8 working days before the meeting.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested. Infra-red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.

Further information

For further details and general enquiries about this meeting contact Francis Mitchell, (01273 294183, email Francis.Mitchell@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Access notice

The Public Gallery is situated on the first floor of the Town Hall and is limited in size but does have 2 spaces designated for wheelchair users. The lift cannot be used in an emergency. Evac Chairs are available for self-transfer, and you are requested to inform Reception prior to going up to the Public Gallery. For your own safety please do not go beyond the Ground Floor if you are unable to use the stairs. Please inform staff on Reception of this affects you so that you can be directed to the Council Chamber where you can watch the meeting or if you need to take part in the proceedings e.g. because you have submitted a public question.

Meeting Accessibility

To ensure that our meetings remain safe and accessible there are a number of measures that are in place. Please take note of them before and during your attendance at one of our meetings that are held in public:

- Visitors are admitted on condition that they allow themselves and their belongings to be searched.
- You will be asked to sign in upon arrival and may be asked to show proof of identity.

The following items are not permitted at any of our meetings which are held in public:

- Sharp items e.g. knives (including Swiss army knives) scissors, cutlery and screwdrivers;
- Paint spray or similar items;
- Padlocks, chains and climbing gear;
- Items that make a noise (e.g. whistles, loud hailers, megaphones); and,
- Banners, placards and flags or similar items.

Please restrict the size of bags brought to meetings as there are no facilities for storage of bags or other personal items – all bags will be searched upon entry. You may also be subject to secondary searches once inside the meeting.

Conduct at meetings

Councillors must be able to make themselves heard on behalf of those they represent.

The Mayor or the Chair will not allow behaviour that disrupts council business.

Under the Council's Constitution, Part 3A, Council Procedure Rules 16.2 -16.3, at any meeting of the Council, the Mayor/Chair has the power to order the removal of any member of the public who:

- interrupts the proceedings
- acts in a way that impacts the proper and orderly conduct of the meeting

In the interest of order during a meeting, the Mayor/Chair may suspend or adjourn a meeting for any length of time they decide.

You must follow the Mayor's/Chair's direction, including any requests to sit down or stop acting in a way that disrupts the Council business.

In most meetings, there are no incidents and Council is not disturbed. We hope this continues so there is no need for the Mayor or any Chair of a meeting to take these actions.

Fire & emergency evacuation procedure

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff.

It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and
- Do not re-enter the building until told that it is safe to do so

Date of Publication - Wednesday, 10 June 2026

BRIGHTON & HOVE CITY COUNCIL
LICENSING COMMITTEE (NON LICENSING ACT 2003 FUNCTIONS)

3.00PM 6 NOVEMBER 2025

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors McGregor (Chair), Cattell (Deputy Chair), Hewitt, Lyons, Nann, Parrott, Sheard, Sykes, Asaduzzaman, Goddard and Shanks

Apologies: Councillors Thomson, Czolak and Pickett

PART ONE

1 PROCEDURAL BUSINESS

(a) Declarations of Substitutes

- 1.1 Councillor Goddard was present in substitution for Councillor Thomson.
- 1.2 Councillor Asaduzzaman was present in substitution for Councillor Czolak.
- 1.3 Councillor Shanks was present in substitution for Councillor Pickett.

(b) Declarations of Interest

- 1.2 There were no declarations of interests in matters listed on the agenda.

(c) Exclusion of Press and Public

- 1.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.
- 1.4 **RESOLVED:** That the press and public be excluded from the meeting during consideration of the items contained in part two of the agenda.

2 MINUTES OF THE PREVIOUS MEETING

RESOLVED – That the minutes of the Licensing Committee (Licensing Act 2003 Functions) Meeting held on 24 July 2025 were agreed.

3 CHAIR'S COMMUNICATIONS

4 CALLOVER

The Democratic Services Officer stated the items on the agenda and the following were called for discussion by the committee:

- Item 7: LICENCE FEES 2026/27 (NON-LICENSING ACT 2003)

5 PUBLIC INVOLVEMENT**6 MEMBER INVOLVEMENT****7 LICENCE FEES 2026/27 (NON LICENSING ACT 2003)**

- 7.1 Alex Evans introduced the report for this item.
- 7.2 The Chair stated that the objective was to improve the policy and referenced the protection from sexual harm.
- 7.3 Alex Evans stated that taxi traders were notified of fee changes at the taxi forum, and that taxi services had been consulted on proposed fee changes.
- 7.4 Cllr Shanks was informed that body piercing was a regulated industry that required a license.
- 7.5 Cllr Lyons requested a breakdown of total revenue from increased licensing fees and questioned whether this would produce additional revenue.
- 7.6 The Chair stated that increased fees would cover the cost of the licensing team and the work that it carried out.
- 7.7 Alex Evans provided further details on licensing application times.
- 7.8 Cllr Lyons stated that they did not feel they had enough data regarding the increase of license fees to make a decision.
- 7.9 The Chair stated the increase of fees was largely to account for inflation and increased staffing costs.
- 7.10 Cllr Sheard questioned whether there was a national cap on licensing fees that could be raised.
- 7.11 The Chair stated that this was set at the national level.
- 7.12 Cllr Sheard questioned whether Sexual Entertainment Venue and gambling licenses were operating at a deficit for the Council.
- 7.13 Cllr Parrott questioned how Brighton and Hove Taxi fees compared to those in neighbouring towns such as Lewes and Crawley, and suggested that neighbouring areas have less stringent rules for the granting of a taxi license than Brighton.
- 7.14 Alex Evans stated that Lewes had recently increased their licensing fees by 50%.

- 7.15 The Chair stated Brighton and Hove has 2.3x more accessible taxis than comparable local authorities.
- 7.16 Cllr Parrott stated that despite the higher number of accessible taxis available in Brighton and Hove, residents had expressed difficulty with obtaining an accessible taxi.

RESOLVED:

- 2.1 That the committee approved the following licence fees for 2026/27:

Taxi Licence fees - as set out in Appendix 1.
Sex Entertainment Venues and Sex Establishments fees – as set out in Appendix 2.
Street Trading fees – as set out in Appendix 2.
All Gambling Act 2005 fees – as set out in Appendix 2.
Body piercing – as set out in Appendix 2.
All Animal Activity Licences fees - as set out in Appendix 3.

A list of agreed fees for 2025/26 and proposed fees for 2026/27 is included in Appendices 1-3.

8 ITEMS REFERRED FOR COUNCIL

The meeting concluded at 3.28pm

Signed Chairman

Dated this day of

