

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

3.00PM 18 JUNE 2026

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors Czolak (Chair), Bagaeen, Davis, Hewitt, Miller, Nann, Pickett, Sykes and Thomson

Apologies: Councillors Cattell and Parrott

Officers: Rebecca Siddell (Lawyer) and Shaun Hughes (Democratic Services)

PART ONE

1 PROCEDURAL BUSINESS

(a) Declarations of Substitutes

1.1 There were none for this meeting.

(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 would not be excluded from the meeting during consideration of any of the agenda items.

2 MINUTES OF THE PREVIOUS MEETING

2.1 **RESOLVED** – The minutes of the Licensing Committee (Licensing Act 2003 Functions) Meeting held on 6 November 2025 were agreed.

3 CHAIR'S COMMUNICATIONS

3.1 The chair welcomed the committee to the meeting and stated they were looking forward to working together. It was noted that a report on taxi fares would be going to Cabinet, and the committee will see the report. The chair will be looking at training for committee Members in July 2026 and requested if the Members preferred online or in person. The committee choose online.

4 CALLOVER

- 4.1 The Democratic Services officer stated that the committee would be asked to whether they would wish to discuss all agenda items. However, the agenda included only one item, and this was mandatory. Therefore, all agenda items would be discussed.

5 PUBLIC INVOLVEMENT

- 5.1 There was no public involvement for this agenda.

**6
MEMBER INVOLVEMENT**

- 6.1 There was no Member involvement for this agenda.

7 CONSTITUTIONAL MATTERS RE LICENSING COMMITTEE AND FUTURE ARRANGEMENTS FOR LICENSING PANEL HEARINGS

- 7.1 The legal officer introduced the report to the committee.

Answers to Committee Member Questions

- 7.2 Councillor Sykes was informed that the report regarding licensing was a role-over from last year and would be required every year going forward. The report also covered possible urgency subcommittees, and it was confirmed that this was included as a 'in case-of-need'.

Vote

- 7.3 A vote was held, and the committee agreed the recommendations unanimously.

7.4 RESOLVED:

- 2.1. That the committee's terms of reference, as set out in Appendix A to this report, be noted.
- 2.2. That the Committee establish the Licensing Panel as a sub-committee to deal with licensing applications in accordance with the Terms of Reference set out at Appendix A to this report. The membership of such Licensing Panels shall consist of three Members drawn from those Members appointed to the Licensing Committee who have received relevant training.
- 2.3. That the Committee agree to disapply the proportionality rules so far as a Licensing Panel is concerned in accordance with the Local Government (Committees and Political Groups) Regulations 1990;
- 2.4. That an Urgency Sub-Committee be further established, consisting of the Chair of the Committee and two other Members (nominated in accordance with the scheme for the allocation of seats for committees), to exercise the Committee's powers in relation to matters of urgency, on which it is necessary to make a decision before the next ordinary meeting of the Committee be approved.

- 2.5. That having noted the benefits of holding virtual meetings - both in terms of enabling greater participation in the Licensing process, and in ensuring the most efficient use of resources - Committee resolves that Licensing Panels continue to meet virtually until such time as these arrangements are further reviewed by this Committee in June 2027.
- 2.6. That Committee delegates authority to the Director of Law and Governance, after consultation with the Chair and Deputy, to determine arrangements for Licensing Panel hearings should any changes be required before the next scheduled meeting of the Licensing Committee.
- 2.7. That the Committee recommends that in exercising the authority given Pursuant to recommendation 2.6, the Director of Law and Governance take into account all relevant factors including any relevant public health and government guidance, the approach taken to other council meetings and the need to ensure fair and transparent procedures in accordance with the Hearings Regulations 2005.

8 ITEMS REFERRED FOR COUNCIL

- 8.1 There were no agenda items referred to Full Council.

The meeting concluded at 3.13pm

Signed

Chair

Dated this

day of

