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A meeting of **General Licensing Committee** will be held in Committee Room 1 - East Pallant House on **Wednesday 21 October 2015 at 9.30 am**

MEMBERS: Mr J Ridd (Chairman), Mr H Potter (Vice-Chairman), Mr G Barrett, Mr R Barrow, Mr P Budge, Mr J Connor, Mr I Curbishley, Mr J W Elliott, Mrs D Knightley, Mr L Macey, Mr G McAra, Mrs P Plant, Mrs C Purnell, Mr D Wakeham and Mrs S Westacott

AGENDA

- 1 **Minutes** (Pages 1 - 4)
To approve as a correct record the minutes of the General Licensing Committee held on 22 October 2014.
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 7(b).
- 3 **Declarations of Interests**
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 4 **Public Question Time**
Questions submitted by members of the public in writing by noon on the previous working day (for a period of up to 15 minutes).
- 5 **Street Trading Guidance - Changes to Charges and Restrictions on Stall Numbers** (Pages 5 - 11)
To approve changes to the Street Trading Guidance.
- 6 **Housing and Environment Services Enforcement Policy** (Pages 12 - 36)
To approve the draft Housing and Environment Services enforcement policy for adoption.
- 7 **Consideration of any late items as follows:**
 - (a) Items added to the agenda papers and made available for public inspection;
 - (b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.
- 8 **Exclusion of the Press and Public** (Page 37)
There are no restricted items for consideration.

However, the document listed below includes information which is considered to be exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972

and is attached for members of the General Licensing Committee and senior officers only (salmon paper). If the discussions in respect of item 5 on the agenda above so warrant it, the Committee will be asked to consider whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Paragraph 3 of Schedule 12A of the Local Government Act 1972, because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

5 Street Trading Guidance – Changes to Charges and Restrictions on Stall Numbers

Appendix 2 – Indications of potential levels of charges and income

NOTES

1. The press and public may be excluded from the meeting during any item of business whenever it is likely that there would be disclosure of exempt information as defined in section 100I of and Schedule 12A to the Local Government Act 1972
2. The press and public may view the agenda papers on Chichester District Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless these contain exempt information.
3. Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of his or her intentions before the meeting starts. The use of mobile devices for access to social media is permitted but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 in the Constitution of Chichester District Council]