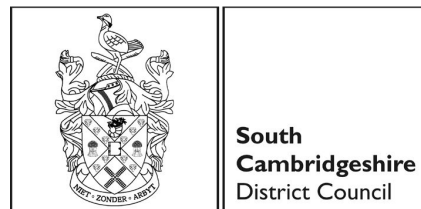


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17 April 2008

To: Vice-Chairman in the Chair – Councillor Mrs CAED Murfitt
Members of the Licensing Committee – Councillors Mrs PM Bear, EW Bullman,
Mrs JM Guest, R Hall, RB Martlew, RM Matthews, DC McCraith and NJ Scarr
Quorum: 3

Dear Councillor

You are invited to attend the next meeting of the **LICENSING COMMITTEE**, which will be held in **JEAVONS ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **FRIDAY, 25 APRIL 2008 at 10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA		PAGES
1.	APOLOGIES FOR ABSENCE Apologies have been received from Councillors Mrs PM Bear, R Hall, RM Matthews, and DC McCraith.	
2.	DECLARATIONS OF INTEREST	
3.	MINUTES OF PREVIOUS MEETING That the Vice-Chairman be authorised to sign the Minutes of the meeting held on 26 March 2008.	1 - 2
4.	PROCEDURE	3 - 4
5.	APPLICATION FOR GRANT OF PRIVATE HIRE DRIVER'S LICENCE Councillors RE Barrett and A Riley are precluded from attending this meeting as they formed part of the appeal panel on 6 September 2005 to determine an appeal by the same applicant before the Committee today. The remaining members of that appeal panel are no longer district councillors.	5 - 12

Appendices, A, B and C are not available electronically.

Please note that the appendices from the meeting held on 26 March 2008 will be used to create these agenda papers

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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Security

Visitors should report to the main reception desk where they will be asked to sign a register. Visitors will be given a visitor's pass that must be worn at all times whilst in the building. Please remember to sign out and return your pass before you leave. The visitors' book is used as a register in cases of emergency and building evacuation.

Emergency and Evacuation

In the event of a fire you will hear a continuous alarm. Evacuate the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park.

Do not use the lifts to exit the building. If you are unable to negotiate stairs by yourself, the emergency staircase landings are provided with fire refuge areas, which afford protection for a minimum of 1.5 hours. Press the alarm button and wait for assistance from the Council fire wardens or the fire brigade.

Do not re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

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Toilets

Public toilets are available on each floor of the building next to the lift.

Recording of Business

Unless specifically authorised by resolution, no audio and / or visual or photographic recording in any format is allowed at any meeting of the Council, the executive (Cabinet), or any committee or sub-committee of the Council or the executive.

Banners / Placards / Etc.

No member of the public shall be allowed to bring into or display at any Council meeting any banner, placard, poster or other similar item. The Chairman may require any such item to be removed.

Disturbance by Public

If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.

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The Council operates a NO SMOKING policy.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts. There shall be no food and drink in the Council Chamber.

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Please ensure that your phone is set on silent / vibrate mode during meetings.