

**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**LICENSING COMMITTEE**

Minutes of the Meeting held on 18 September 2025 at 10.00 am

Present:-

Cllr D A Flagg – Chairman

Cllr A Keddie – Vice-Chairman

Present: Cllr S Bartlett, Cllr A Chapmanlaw, Cllr G Farquhar, Cllr A Filer,  
Cllr E Harman, Cllr P Hilliard, Cllr C Matthews, Cllr J Richardson,  
Cllr P Sidaway and Cllr L Williams

9. Apologies

Apologies for absence were received from Councillors P Canavan and M Howell.

10. Substitute Members

There were no substitute members.

11. Declarations of Interests

There were no declarations of interest.

12. Confirmation of Minutes

**RESOLVED that the Minutes of the Licensing Committee held on 14 May 2025, and the Licensing Sub-Committees held on 7, 20 May, 4, 17 June, 2, 29,30 July, 11,13,18,27 August and 1 September be signed by the Chair as an accurate record.**

13. Public Issues

There were no public questions, statements, or petitions for this meeting.

14. Review of Statement of Licensing Policy

The Licensing and Trading Standards Manger presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix A to these Minutes in the Minute Book.

Members were advised that the Licensing Act 2003 placed a duty on the Licensing Authority to determine and publish a Statement of Licensing Policy every five years. The current Statement of Licensing Policy was valid until November 2025

Following two periods of public consultation, agreed by members of the Licensing Committee and undertaken in accordance with Section 5 of the Licensing Act 2003, the Licensing Committee on behalf of the Licensing Authority, was asked to consider all responses received in respect of the proposed Statement of Licensing Policy and decide what amendments should be made to the draft policy.

The committee discussed the Statement of Licensing Policy, which served as guidance for new applicants and informed committee decision-making. It outlined expectations for operating schedules and suggested conditions for licensed premises.

The Committee noted that:

- The policy was scheduled for approval by Full Council in October, subject to final confirmation.
- The policy was not fixed and could be deviated from if justified.
- Changes in legislation or significant flaws could prompt earlier review, even though the formal review period was every five years.
- The policy was considered a live document, adaptable to evolving circumstances.

Councillor Filer referred to the response of Bournemouth Town Pastors at section 21.2 of the draft policy and proposed that the Committee send a letter to extend its sincere thanks and appreciation for the invaluable voluntary work carried out in and around Bournemouth town centre on Saturday nights and Sunday mornings. The Committee agreed and the Clerk undertook to draft a letter on behalf of the Chair.

Members were asked to consider each of the responses received, as set out in Appendix 3, and to determine for each whether to accept the comment and amend the policy accordingly, or disregard the comment and exclude it from the policy.

Following consideration of all comments, the Committee agreed that each one should be accepted and that the policy should be amended accordingly.

**RESOLVED that the Licensing Committee recommends a final version of the Statement of Licensing Policy for adoption by Full Council on 14 October 2025.**

15. Forward Plan

The Licensing Manager took members through the Committee's Forward Plan, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

The following updates were provided:

- Review of the Statement of Licensing Policy – The Statement of Licensing Policy had now been approved by the Licensing

Committee and would go to full Council for adoption on 14 October 2005. This item could now be removed from the Forward Plan.

- Review of Hackney Carriage and Private Hire Driver Vehicle and Operator Policies – The Licensing Committee would consider the responses to the public consultation on the draft policies on 22 October 2025. This was an additional meeting to allow statutory time scales to be met.
- The Pleasure Boats and Boatpersons Licensing Policy - Following informal consultation with stakeholders, the draft policy would now be considered by the Licensing Committee on 11 December 2025.
- Review of Statement of Licensing Principles - Gambling Act 2005 – No guidance from the Gambling Commission had been received so this had not progressed. It was anticipated that this would now take place in 2026.
- Council Responsibilities to Taxi Drivers - A briefing note had been circulated to all Committee Members in August 2025. This item could now be removed from the Forward Plan.

The Licensing Manager requested that ‘Review of Licensing Fees’ be added to the 11 December 2025 meeting.

#### Committee Briefings and Training Sessions 2025

The Licensing Manager confirmed that all training sessions had been completed. Members of the Committee were asked to contact the Clerk should they have any future training requirements or areas which they would like more information on, and this would be scheduled to take place following the end of the December meeting.

The Vice-Chair expressed support for a training session aimed at both current and prospective sub-committee chairs drawn from the Licensing Committee membership. Currently, only 4 out of the 14 committee members had experience chairing sub-committees. Given the increasing frequency of sub-committee meetings, there was a pressing need to broaden the pool of capable chairs to ensure continuity.

Cllr Filer raised the issue of the Council adopting a Sex Establishment Policy (SEV). The Committee was advised that Sophie Sajic, Head of Public Protection, Housing and Communities, had attended the Licensing Committee on 12 December 2024 to explain that the Council was operating at a statutory minimum and having a SEV was not a statutory requirement. If the Council was to pursue a SEV, it would require Cabinet approval and a dedicated budget.

**RESOLVED that the Forward Plan be approved with the following amendments:**

- I. **Review of of Statement of Licensing Principles – Gambling Act 2005 to be considered in 2006; and**
- II. **Review of Licensing Fees be added to the Forward Plan for 11 December 2025**

The meeting ended at 11.16 am

CHAIRMAN