

HAVANT BOROUGH COUNCIL  
PUBLIC SERVICE PLAZA  
CIVIC CENTRE ROAD  
HAVANT  
HAMPSHIRE PO9 2AX



Telephone: 023 92446019  
Website: [www.havant.gov.uk](http://www.havant.gov.uk)

11 October 2023

## SUMMONS

Dear Councillor

You are requested to attend the following meeting:

**Meeting:** Licensing Committee  
**Date:** Thursday 19 October 2023  
**Time:** 5.30 pm  
**Venue:** Hurstwood Room, Public Service Plaza, Civic Centre Road,  
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Steve Jordan  
Chief Executive

## LICENSING COMMITTEE MEMBERSHIP

**Membership:** Councillor Payter (Chairman)

Councillors Patrick (Vice-Chairman), Keast, Blades, Brent, Gray, Milne, Moutray, Patel, Scannell, Seal, Mrs Shimbart, Wade, Weeks and Harris

Contact Officer: Emma Carlyle Democratic Services Officer (023) 9244 6151  
Email: [emma.carlyle@havant.gov.uk](mailto:emma.carlyle@havant.gov.uk)

## AGENDA

### PART 1 (Items open for public attendance)

**1 Apologies**

To receive and record apologies for absence.

**2 Minutes of the previous meeting**

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To approve:

- 1 the minutes of the meeting of the Licensing Committee held on 16 August 2023
- 2 the minutes of the meeting of the Licensing Sub Committees held on: 1 September 2023.

**3 Declarations of Interests**

To receive and record any declarations of interests from members present in respect of any of the various matters on the agenda for this meeting.

**4 Adoption of Street Trading Provisions – Local Government (Miscellaneous Provisions) Act 1982 7 - 16**

Report number HBC/040/2023 enclosed for approval.

**5 Street Trading Policy 17 - 42**

Report number HBC/041/2023 enclosed for recommendation to Full Council.

## GENERAL INFORMATION

**IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6019**

### **Internet**

This agenda and its accompanying reports can also be found on the Havant Borough Council website: [www.havant.gov.uk](http://www.havant.gov.uk)

### **Public Attendance and Participation**

Members of the public are welcome to attend the Public Service Plaza and observe the meetings. Many of the Council's meetings allow the public to make deputations on matters included in the agenda.

In accordance with Standing Order 28 and the "[Deputations at the Licensing Committee](#)" procedure, a member of the public may speak at a meeting provided that the request to speak and a summary of the text has been received by the Democratic Services Manager no later than 48 hours before the start of the meeting.

### **Disabled Access**

The Public Service Plaza has full access and facilities for the disabled.

### **Emergency Procedure**

Please ensure that you are familiar with the location of all emergency exits which are clearly marked. In the unlikely event of an emergency an alarm will sound.

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

### **No Smoking Policy**

The Public Service Plaza operates a strict No Smoking policy in all of its offices, corridors, meeting rooms and toilets.

### **Parking**

Pay and display car parking is available in the Leisure Centre car park opposite the Plaza.



# Havant

## BOROUGH COUNCIL

### PROTOCOL AT MEETINGS – RULES OF DEBATE

#### Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman;
- A motion must relate to the business included on the agenda or accepted by the meeting as urgent business
- A motion must be proposed and seconded before it is debated until it is either accepted or rejected by a vote;
- An amendment can be proposed to the original motion and this must be seconded before it is debated;
- An amendment cannot be considered if it is inconsistent with an amendment previously adopted or repeats an amendment previously rejected;
- The mover of an original motion may, with the consent of the mover of an amendment, incorporate an amendment into the motion;
- Only one amendment may be moved at a time. No further amendments can be moved until the previous amendment has been dealt with;
- Each amendment must be voted on separately;
- If an amendment is carried, the amended motion becomes the substantive motion to which further amendments may be moved;
- If an amendment is lost, other amendments may be moved to the original motion.
- The mover may withdraw an amendment at any time
- After an amendment has been carried, the Chairman will read out the amended (substantive) motion, before accepting any further amendment, or if there are none, put it to the vote.

#### Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;
- Councillors may not vote unless they are present for the full duration of the item;
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes

