



**GREAT YARMOUTH**  
BOROUGH COUNCIL

# Licensing Committee

## Minutes

Monday, 20 September 2021 at 18:00

Present :

Councillor G Carpenter (in the Chair) ; Councillors Bensly, Borg, Bird, Hanton, Lawn, Robinson-Payne and Thompson

Councillor T Wainwright acted as a substitute for Councillor Cordiner-Achenbach

Councillor Price acted as substitute for Councillor Stenhouse

Councillor Freeman acted as substitute for Councillor Galer

Also in attendance :

Mr J Wilson (Head of Environmental Services) and Mrs S Wintle (Corporate Services Manager)

### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cordiner Achenbach, Jeal, Galer, Stenhouse and B Walker.

### **2 DECLARATIONS OF INTEREST**

There were no declarations of interest declared at the meeting.

### **3 IMPLEMENTATION OF FIT AND PROPER TEST FOR MANAGERS OF PARK HOME SITES**

Committee received and considered the report by the Head of Environmental Services.

The Head of Environmental Services advised that the report detailed a new legal requirement for Local Authorities to maintain a "Fit and Proper Persons" register with regard to mobile park home sites and detailed how this would be implemented by the Council.

The Head of Environmental Services reported that Committee were being asked to approve the Fit and Proper Persons determination policy as detailed within the report together with the fees schedule also contained within the report.

Councillor Wainwright commented that he felt a scheme such as this was needed and believed this was a good step forward.

Councillor Hanton asked with regard to the declaration of convictions and what the timescales were of having to declare past convictions. The Head of Environmental Services reported that the statute itself did not specify timeframes, it was confirmed that the policy mirrored the statute as was defined within the Act. Councillor Hanton queried whether the Rehabilitation of Offenders act did not therefore apply.

Councillor Hanton asked who or what are the 1st tier tribunal property chamber in respect of whom an applicant might appeal to in the case of a refusal. The Head of Environmental Services reported that these were a group of Professional Officers who come together to hold tribunals.

Councillor Price asked if there was going to be a fit and proper persons test for managers of Holiday homes, it was advised that this was not in place at the moment but could be a Government consideration moving forward.

The Chair asked who would decide to grant licences, it was advised that this would be delegated to the Head of Environmental Services. A further question was asked with regard to feedback from site owners, it had been advised that this had been positive and owners were keen to show they are complying with the policy.

RESOLVED :

That the Licensing Committee approve the Fit and Proper Persons Determination Policy included in Appendix, along with the fees schedule contained within.

#### **4 ANY OTHER BUSINESS**

There was no other business discussed at the meeting.

The meeting ended at: 18:30