

**Medway Council**  
**Meeting of Licensing and Safety Committee**  
**Tuesday, 6 August 2024**  
**6.00pm to 6.16pm**  
**Record of the meeting**

**Present:** Councillors: McDonald (Chairperson), Browne (Vice-Chairperson), Fearn, Filmer, Kemp, Peake and Sands

**In Attendance:** Nicola Couchman, Democratic Services Officer  
Emily Lane-Blackwell, Assistant Licensing Manager  
Mandy Francis, Licensing Manager  
Kyle Rogers, Lawyer

**190 Apologies for absence**

Apologies for absence were received from Councillors Brake, Hamilton, Howcroft-Scott and Louwella Prenter.

**191 Record of meeting**

The record of the meeting held on 25 June 2024 was agreed and signed by the Chairperson as correct.

**192 Urgent matters by reason of special circumstances**

There were none.

**193 Declarations of disclosable pecuniary interests and other interests**

Disclosable pecuniary interests

There were none.

Other significant interests (OSIs)

There were none.

Other interests

There were none.

## 194 Statement of Gambling Policy 2025 - 2028

### Discussion:

The Assistant Licensing Manager summarised the contents of the report and informed the Committee that there had been one response to the consultation from Gamcare. The Committee were informed that it was not intended to make any changes to the policy following the consultation process.

Members recommended that officers liaise directly with Public Health in future to ensure that they have an opportunity to raise any public health concerns related to the Gambling Policy.

### Decision:

- a) The Committee noted the response received during the consultation and did not request any amendments to the draft policy.
- b) The Committee recommended approval of the draft policy to Business Support and Digital Overview and Scrutiny Committee, Cabinet and Council.

## 195 Pavement Licensing Policy

### Discussion:

The Licensing Manager presented the report to the Committee and explained the background to pavement licensing.

In response to a question regarding site visits, Members were informed that planned site visits would be conducted when an application is made and then any subsequent site visits would be unannounced.

### Decision:

- a) The Licensing and Safety Committee considered the minimum unobstructed footway width options set out in section 6 of the report and advised Officers that its preferred option for inclusion in the final policy to be presented to Full Council for approval was to retain the local condition of 'A minimum continuous unobstructed footway width of at least 1.6 metres (not including kerbs) must be maintained at all times'.
- b) The Licensing and Safety Committee considered the draft policy attached at Appendix A, advised on any amendments, and recommended the final version inclusive of any updates to Full Council for approval.
- c) The Licensing and Safety Committee recommended the proposed fees set out in section 7 of this report to Full Council for approval.

## **Licensing and Safety Committee, 6 August 2024**

- d) The Licensing and Safety Committee considered the review process options outlined in section 8.3 of this report and recommended that Full Council agree the proposed review procedure set out in section 6 of the appended Draft Policy.
  
- e) The Licensing and Safety Committee recommended that Full Council agree for all powers and functions relating to Pavement Licensing as set out in the Business and Planning Act 2020, including any legislation amending or replacing the same, to be included within the existing delegations set out in the Constitution made to the Licensing and Safety Committee, and Assistant Director, Legal and Governance, respectively.

**Chairperson**

**Date:**

**Nicola Couchman, Democratic Services Officer**

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