

**MINUTES OF THE MEETING OF THE LICENSING & REGULATORY COMMITTEE HELD AT CIVIC SUITE 2, BROCKS HILL COUNCIL OFFICES, WASHBROOK LANE, OADBY, LEICESTER, LE2 5JJ ON THURSDAY, 20 JUNE 2024 COMMENCING AT 6.30 PM**

**PRESENT**

L M Broadley                      Chair  
G G Hunt                          Vice-Chair



Meeting ID: 2694

**COUNCILLORS**

S S Athwal  
G A Boulter  
J K Chohan  
H E Darling  
J K Ford  
F S Ghattoraya  
J Kaufman  
C J R Martin

**OFFICERS IN ATTENDANCE**

B Clark-Monks                      Selective Licensing Team Leader  
D M Gill                              Head of Law & Democracy / Monitoring Officer  
J Wells                                Senior Strategic Development Manager  
S Wheeliker                         Senior Democratic & Electoral Services Officer

**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillors R H Adams and C D Kozlowski.

**2. APPOINTMENT OF SUBSTITUTES**

Councillor J Kaufman substituted for Councillor C D Kozlowski.

**3. DECLARATIONS OF INTEREST**

Councillors G A Boulter and J K Ford declared pecuniary interests with regard to item 12 of the agenda, insofar as they own properties within the Borough. Councillor J K Ford also declared a non-pecuniary interest with regard to item 10 of the agenda, insofar as he is the director of one of the properties that is examined.

**4. MINUTES OF THE PREVIOUS MEETING**

By affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

**The minutes of the previous meeting held on 7 March 2024 be taken as read, confirmed and approved.**

**5. ACTION LIST ARISING FROM THE PREVIOUS MEETING**

There was no action list.

**6. PETITIONS AND DEPUTATIONS**

None.

**7. LICENSING & REGULATORY UPDATE Q4 (2023/24)**

The Committee gave consideration to the presentation (as set out at pages 5 - 18 of the agenda reports pack) delivered by the Senior Strategic Development Manager, which asked it to note the Licensing & Regulatory update for Q4 2023/24.

Councillor J K Ford entered at 6:45pm.

By general affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

- i) The content of the presentation be noted.**

**8. LOTTERY GENERAL FUND ALLOCATION (2024)**

The Committee gave consideration to the report (as set out at pages 19 – 21 of the agenda reports pack), which sought approval for the allocation of funds raised from the Oadby & Wigston Community Lottery central fund.

It was moved by the Chair, seconded by the Vice-Chair, and

**UNANIMOUSLY RESOLVED THAT:**

- i) The allocation of £1,500 from the central fund for a volunteer celebration/awards evening to take place at Brocks Hill at the end of November 2024 be approved;**
- ii) The remaining central fund monies be used now and in the future for a new grant scheme which is accessible to the groups that take part in the Lottery; and**
- iii) Three Members be selected to form a panel with Officers to shape the volunteer event, and review and determine future grant scheme applications.**

**9. FOOD SERVICE DELIVERY PLAN (2024/25)**

The Committee gave consideration to the report and appendix (as set out at pages 22 – 28 of the agenda reports pack), which highlighted the plan for delivering the Food Service for the current year and provided an update on the progress made in 2023/24.

By general affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

- i) The content of the report and appendix be noted.**

**10. GRAFFITI AND FLY-POSTING POLICY (JUNE 2024)**

The Committee gave consideration to the report and appendix (as set out at pages 29 – 35 of the agenda reports pack), which asked it to approve a Graffiti and Fly-Posting Policy.

It was moved by the Chair, seconded by the Vice-Chair, and

**UNANIMOUSLY RESOLVED THAT:**

- i) The Graffiti and Fly-Posting Policy provided at Appendix 1 be approved; and**
- ii) Delegated authority be given to the Head of Law and Democracy and Monitoring Officer, and the Senior Strategic Development Manager to make minor revisions to the Policy in light of best practice and to revise the fixed penalty notice amounts in line with government recommendations.**

**11. COMMUNICATION AND CONSULTATION PLAN FOR FURTHER SELECTIVE LICENSING SCHEME (2025 - 2030)**

The Committee gave consideration to the report and appendix (as set out at pages 36 – 52 of the agenda reports pack), which outlined the proposed communications plan to engage with residents and stakeholders in relation to potentially designating a further Selective Licensing Scheme within the Borough.

Councillors G A Boulter and J K Ford left the meeting at 7:47pm.

It was moved by the Chair, seconded by the Vice-Chair, and

**UNANIMOUSLY RESOLVED THAT:**

- i) The content of the report be noted; and**
- ii) The Proposed Communications and Consultation Plan (set out at Appendix 1) be approved to allow the consultation process to commence.**

**THE MEETING CLOSED AT 7.58 pm**