



## **Minutes of the Licensing Trading Concessions Panel**

*Minutes of a meeting held on 22 January 2009  
at the Civic Offices, Fareham*

**PRESENT:**

Councillor Mrs P M Bryant  
(Chairman)

Councillor R H Price, JP  
(Vice-Chairman)

**Councillors:** B Bayford, Mrs R A Godrich and L Keeble

**1. APPOINTMENT OF CHAIRMAN**

RESOLVED that Councillor Mrs P M Bryant be appointed as Chairman of the Panel.

**2. APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED that Councillor R H Price be appointed as Vice-Chairman of the Panel.

**3. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct, the following Members declared interest in the matters indicated:

Councillor B Bayford - Catering Street Trading Concessions - West Street, Fareham - Policy and Conditions (minute 4) - personal interest - customer;

Councillor L Keeble - Catering Street Trading Concessions - West Street, Fareham - Policy and Conditions (minute 4) - personal interest - customer.

**6. CATERING STREET TRADING CONCESSIONS - WEST STREET, FAREHAM - POLICY AND CONDITIONS**

The Panel considered a report by the Chief Planning and Transportation Officer and the Director of Regulatory Services on the proposed detail of the Council's Street Trading Policy, the proposed General Conditions applying to

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street trading consents and proposed specific conditions, including location, relating to individual traders (copy of report [tcp-090122-r01-iri](#) circulated with agenda and appended to signed minutes).

Details of the current locations of the concessions were circulated to those present (copy appended to signed minutes).

RESOLVED that:-

(a) the locations, as detailed in Appendix A to the report, be allocated as follows:

Location 4 - Dunn Catering (burgers);  
Location 3 - Country Bites (jacket potatoes);  
Location 2 - Dinky Donuts (doughnuts);  
Location 1 - Chris Golding (ice cream);

(b) the locations be reviewed during the fourth year of the Street Trading Consents, or as deemed necessary by the officers;

(c) the draft policy, as set out in Appendix B to the report, be amended as follows:

(i) paragraph 2 of the draft policy to be amended to reflect the decision of the Licensing and Regulatory Affairs Committee on 18 November 2008 (paragraph 5 of the report refers);

(ii) should any consent holder give up their concession, any replacement trader will be awarded the concession for the remainder of the five year term of the Street Trading Consent by the Trading Consents Panel;

(iii) the concessions awarded are not transferable;

(iv) a caution be included that any failure to maintain standards as shown in paragraphs 4 and 5 of the draft policy could lead to the withdrawal of a Street Trading Consent;

(v) that concession holders be given the right of appeal to the Trading Concessions Panel over any officer decision relating to the revocation of a Street Trading Consent;

(vi) the inclusion of a reference that enables the Council to address any conflicting business interests; and

(vii) that any decision regarding the short-term or longer-term relocation or suspension of a concession be made by the

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Director of Regulatory Services, in consultation with the Chief Planning and Transportation Officer;

- (d) the draft conditions, as set out in Appendix C to the report, be amended as follows:
  - (i) all references to the Town Centre Manager to be amended to show the Director of Regulatory Services, in consultation with the Chief Planning and Transportation Officer (paragraph 10 of the report refers);
  - (ii) that condition 2 be amended to show that all the Council's fees and charges are reviewed annually;
  - (iii) that the officers be requested to check whether the public liability insurance figure in condition 13 needed to be amended;
  - (iv) that, when the concessions are re-advertised after the agreed five years, those traders expressing an interest in the concessions be invited to indicate on what days they plan to trade to identify whether there is any flexibility to consider additional concessions;
  - (v) that condition 25 be amended to show the actual times of vehicle movement restrictions;
- (e) the officers be requested to revise the draft policy and conditions in accordance with members' wishes, as referred to above and that the revised draft documents be e-mailed to all members of the Panel for final approval prior to implementation with effect from 1 February 2009;
- (f) that, subject to any issues arising requiring the Panel's consideration in the interim, a further meeting of the Panel be arranged after a year to review the decisions made; and
- (g) it be noted that regulation of the Street Trading Concessions will be undertaken by the Department of Regulatory Services, in consultation with the Department of Planning and Transportation, which is responsible for the promotion and vibrancy of the Town Centre.

(The meeting started at 5:30pm  
and ended at 6:20pm)