

Licensing & Regulatory Committee

Minutes of the meeting held on Monday 6 August 2018, at the Town Hall, Royal Leamington Spa at 4.30 pm.

Present: Councillors: Ashford, Cain, Mrs Cain, Davies, Gallagher, H Grainger, Mrs Hill, Murphy and Mrs Redford.

In the absence of the Chairman, the Vice Chairman, Councillor Murphy, chaired the meeting.

16. **Apologies and Substitutes**

- (a) an apology for absence was received from Councillor Gifford; and
- (b) Councillor Cain substituted for Councillor Illingworth.

17. **Declarations of Interest**

Minute 20 – Terms of Reference for Community Governance Review

Councillor Davies declared an interest because he was the Ward Councillor for St John's Ward in Kenilworth.

18. **Minutes**

The minutes of the meetings held on 29 May 2018 were agreed and signed by the Chairman as a correct record.

19. **Council Agenda– Wednesday 8 August 2018**

The Committee considered the following item which would be discussed at Council on Wednesday 8 August 2018.

Council Item 12 – Revision of Statement of Licensing Policy

The Licensing and Regulatory Committee supported the recommendation in the report.

20. **Terms of Reference for Community Governance Review**

The Committee considered a report from the Democratic Services Manager & Deputy Monitoring Officer which brought forward the terms of reference for the Community Governance Review.

The terms of reference had been brought forward at the request of the Committee at their meeting on 29 May 2018, in line with their resolution which was as follows:

- "(3) *the principle of the following Community Governance Reviews, be approved, and that terms of reference are brought to the 6 August 2018 for approval:*
- (i) *the boundary of Whitnash and Royal Leamington Spa that runs through Champion School (as set out in Plan 5);*

- (ii) *the proposed Kenilworth Town Council Wards of St John's and Park Hill be subdivided; and*
- (iii) *the request from Norton Lindsey Parish Council to increase the size of their Council from five to seven Councillors."*

In respect of decision (3)(ii), Kenilworth Town Council had submitted a formal request along with proposed arrangements for sub-dividing the wards and the appropriate names for these. At this stage it was considered that these should be the proposals to consult on to enable the residents of Kenilworth to have their views.

The terms of reference, including a timetable for the review were set out at Appendices 1 to 3 of the report.

If approved, the terms of reference would need to be consulted on, as required by the Local Government and Public Involvement of Health Act 2007. There were few statutory requirements for this consultation, except the need to inform the County Council and the relevant communities. There was no set time limit for the consultation but five weeks had been selected to enable representations to be made.

In respect of recommendation 2.3 there was a need to consult with the Local Government Boundary Commission for England (LGBCE) and receive its consent because the Council was seeking to change boundaries which had been amended within the last five years.

Alongside the request to agree the terms of reference, the report also asked officers to notify Warwickshire County Council (WCC) of the reviews and promote them to the relevant parties including the affected Town/ Parish Councils and District Ward Councillors.

In addition, recommendation 2.3 of the report requested permission for delegated authority to be given to the Democratic Services Manager & Deputy Monitoring Officer to seek all the necessary permissions from the Local Government Boundary Commission for England (LGBCE).

The Democratic Services Manager outlined the report and assured Members that the proposals were designed to provide a broad level of electoral equality. He also advised that the names of the wards in Kenilworth had been proposed by Kenilworth Town Council.

Clarification was also provided on the boundary running between Leamington and Whitnash, and the fact that Kenilworth Abbey Ward remained unaffected by the proposals.

Members also noted that there would be extra meetings held on 8 October and 26 November 2018.

The Committee therefore

Resolved that

- (1) the terms of reference for the Community Governance Reviews for Norton Lindsey, Kenilworth Town St.

John's Ward and Kenilworth Town Park Hill wards, and the boundary between Whitnash and Leamington Sydenham in the Campion School area, are agreed, as set out at Appendices 1 to 3 to the report;

- (2) officers will notify Warwickshire County Council (WCC) of the reviews and promote the reviews to the relevant parties including the affected Town/ Parish Councils and District Ward Councillors; and
- (3) authority is delegated to the Democratic Manager & Deputy Monitoring Officer to seek all the necessary permissions from the Local Government Boundary Commission for England (LGBCE).

(The meeting ended at 4.47 pm)

CHAIRMAN