

**Minutes of the Meeting of the LICENSING AND PLANNING POLICY COMMITTEE  
held on 6 August 2020**

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**PRESENT -**

Councillor David Reeve (Chair); Councillor Clive Woodbridge (Vice-Chair); Councillors Neil Dallen, Robert Foote, Chris Frost, Liz Frost, Rob Geleit, David Gulland (as nominated substitute for Councillor Julie Morris), Phil Neale and Clive Smitheram (as nominated substitute for Councillor Monica Coleman)

Absent: Councillor Monica Coleman and Councillor Julie Morris

Officers present: Damian Roberts (Chief Operating Officer), Amardip Healy (Chief Legal Officer), Viv Evans (Interim Head of Planning), Wai-Po Poon (Senior Planning Policy Officer), Rachel Jackson (Licensing, Grants and HIA Manager), Sarah Keeble (Democratic Services Officer) and Tim Richardson (Committee Administrator)

**40 QUESTION TIME**

No questions were submitted or were asked at the meeting by members of the public.

**41 DECLARATIONS OF INTEREST**

No declarations of interest were made in relation to items of business at the meeting.

**42 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Licensing and Planning Policy Committee held on 23 April 2020 were agreed as a true record and the Committee authorised the Chair to sign them subject to the following amendment:

**That Item 38 Epsom & Ewell Local Plan – Overview of Proposed Housing Strategy be amended to read:**

- a) **Sound Housing Strategy:** Members discussed the importance of having a Local Plan Housing Strategy that is demonstrably sound in order to ensure that the Borough Council remains in control of future growth. The soundness criteria were: Sustainable, optimising, Objectively Assessed Housing Need and 5-year Housing Land Supply.

#### 43 PAVEMENT LICENCE POLICY

The Committee received a report outlining the proposed Council policy for implementing pavement licences following the enactment of the Business and Planning Act 2020.

The following items were raised by the Committee:

**Green Agenda:** Members raised ecological concerns regarding premises serving beverages in cups made of single-use plastic. It was noted that single-use cups would assist in the reduction of contamination of Covid-19 and work well in maintaining adequate hygiene levels. Members noted the prohibition of the use of patio heaters which aids the Green Agenda.

**Smoking:** Members spoke about the possibility of differentiating between smoking and non-smoking areas. It was noted that due to the layout of the pavement, this would be difficult to maintain.

**Non-drinking areas:** Members noted that for areas that drinking is prohibited due to a Public Space Protection Order, the Pavement Licence will not override this.

**Policy breaches:** Members spoke about the procedure for breaches. It was noted that breaches would be dealt with individually on a case-by-case basis, and that the outcome would be dependent on the nature and severity of each.

**Licence times:** Members highlighted the late licenses of some premises and spoke about the possibility of the pavement licence being of reduced hours to prevent issues with noise levels. It was noted that this would be discussed.

**Inclusivity:** Members noted the close proximity in which Swail House is situated in comparison to the area for which the Pavement Licences have been applied, and spoke about how the Application for Pavement Licenses will not impede on residents with sight issues.

Following consideration, it was resolved that the Committee:

**(1) Approved the Pavement Licence Policy as set out in Appendix 1 to the report subject to the following amendment:**

That Condition 23 reads as follows:

The licence must be displayed prominently at or on the premises where it can be conveniently read from the exterior of the premises.

**and delegated to the Head of Housing and Community any minor amendments to the Policy, in consultation with the Chairman of Licencing & Planning Policy Committee;**

- (2) Agreed to set a fee of £100 for per pavement licence application;**
- (3) Delegated to the Head of Housing and Community the determination and enforcement of Pavement Licences made under the Business and Planning Act 2020.**

#### **44 REVISED LOCAL PLAN PROGRAMME**

The Local Plan Programme sets out the timetable for the new Local Plan. It has been updated following the Coronavirus Pandemic, which has caused unexpected delay to the existing published Local Plan work programme.

The Committee received an introduction from the Head of Planning.

The following items were raised by the Committee:

**Green Agenda:** It was noted that the revised Local Plan is essential in picking up the Council's corporate agenda on climate change.

**Governance:** Members noted the possibility of the Committee being updated on progress regarding the revised Local Plan.

Following consideration, it was resolved that the Committee:

- (1) Had considered and approved the revised Local Plan Programme August 2020 attached at Appendix 1 to the report.**

*The meeting began at 7.30 pm and ended at 8.50 pm*

COUNCILLOR DAVID REEVE (CHAIR)