

**LICENSING ACT 2003 COMMITTEE - WEDNESDAY, 21 MAY 2025**

**MINUTES OF A MEETING OF THE LICENSING ACT 2003 COMMITTEE HELD REMOTELY - VIA MICROSOFT TEAMS ON WEDNESDAY, 21 MAY 2025 AT 09:45**

**Present**

Councillor M Lewis – Chairperson

H T Bennett  
S Easterbrook  
J E Pratt

S J Bletsoe  
H Griffiths  
R Williams

Clatworthy  
RM James

C Davies  
P W Jenkins

**Apologies for Absence**

A R Berrow, RJ Collins and J Llewellyn-Hopkins

**Officers:**

Michael Pitman  
Nimi Chandrasena  
Andrea Lee  
Kirsty Evans

Technical Support Officer – Democratic Services  
Democratic Services Officer - Support  
Senior Lawyer  
Senior Licensing Officer

**Declarations of Interest**

None

**3. Approval of Minutes**

Decision Made	<b><u>RESOLVED :</u></b>  That the Minutes of the Licensing Committee Meeting dated 22/05/2024 were approved as a true and accurate record
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Date Decision Made	21/05/2025
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**4. Licensing Act 2003 and Gambling Act 2005 Delegation Of Functions**

Decision Made	<p>The report was presented by the Senior Licensing Officer , the purpose of which was to propose arrangements for the authorisation of officers under the Licensing Act 2003 and Gambling Act 2005 and to confirm arrangements for the formation of sub-committees following the Annual Meeting of Council 2025</p> <p>A member brought it to the attention of the committee that he was attending as strictly an observer at this stage as he had not completed his training and induction as a newly elected member.</p> <p><b><u>RESOLVED :</u></b></p> <p>The Committee agreed by way of a show of hands and verbal confirmation to :</p> <ul style="list-style-type: none"><li>i) Authorise the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy to institute proceedings under the Licensing Act 2003 and Gambling Act 2005.</li><li>ii) Authorise the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy, the Team Manager Licensing (Bridgend County Borough Council and Vale of Glamorgan Council) and the Senior Licensing Officer (Technical) to acknowledge and issue Notices relating to Temporary Event Notices; to issue, refuse, suspend licences, registrations, certificates, permits and notices, to implement the relevant provisions in respect of offences, reviews or other requirements; pursuant to any of the rules, regulations and/or Orders made under the Licensing Act 2003 and Gambling Act 2005 (as amended).</li><li>iii) Approve the arrangements for the formation of Sub-Committees as set out in paragraph 3.3 of the report.</li></ul>
Date Decision Made	21/05/2025

**5. Urgent Items**

Decision Made	None
Date Decision Made	21/05/2025

To observe further debate that took place on the above items, please click this [link](#)

The meeting closed at 09:55.