

# **CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Licensing Committee**  
held on Monday, 7th March, 2016 at Committee Suite 1,2 & 3, Westfields,  
Middlewich Road, Sandbach CW11 1HZ

## **PRESENT**

Councillor W S Davies (Chairman)  
Councillor D Bebbington (Vice-Chairman)

Councillors E Brooks, C Chapman, B Dooley, I Faseyi, M Hardy, M Parsons,  
L Smetham, G Wait, M Warren and J Wray

## **OFFICERS PRESENT**

Nick Kelly, Environmental Protection Team Leader  
Aoife Ryan, Lawyer  
Julie Zientek, Democratic Services Officer

## **24 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M Deakin and A Harewood.

## **25 DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **26 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present.

## **27 MINUTES OF PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 11 January 2016  
be approved as a correct record and signed by the Chairman.

## **28 MINUTES OF LICENSING SUB-COMMITTEES**

RESOLVED – That the minutes of the Licensing Act Sub-Committee  
meeting held on 18 January 2016 and the General Licensing Sub-  
Committee meeting held on 25 January 2016 be received.

## **29 ANNUAL REVIEW OF THE MOBILE HOMES ACT 2013 (FEES AND CHARGES POLICY)**

The Committee considered a report regarding the proposed Regulatory  
Services and Health Mobile Homes Act 2013 Fees and Charges Policy  
2016-17.

In accordance with the Mobile Homes Act 2013, the Council was permitted to charge a fee for administering the statutory licensing function for residential caravan sites. It was also permitted to set fees for other functions such as maintaining a register of site rules and transferring and amending licences.

The Council was only able to set fees on a 'cost recovery' basis, and as part of setting the fees it was required to have a Fees and Charges Policy in place for mobile homes, which was reviewed annually in order to ensure that the fees reflected the cost of administering the licensing function.

RESOLVED - That the Regulatory Services and Health Mobile Homes Act 2013 Fees and Charges Policy 2016-17, as set out in Appendix 1 to the report, be approved.

### **30 REVIEW OF THE SCRAP METAL DEALERS ACT 2013 FEES AND CHARGES**

The Committee considered a report regarding the proposed fees for applications for Scrap Metal Dealers licences for the three year period from 2016-17.

In accordance with the provisions of the Scrap Metal Dealers Act 2013, the Council was permitted to charge a fee for administering the statutory licensing for scrap metal dealers. Fees could only be set on a cost recovery basis and an annual review of the fees had to be undertaken in order to ensure that they reflected the cost of administering the licences.

RESOLVED – That the following fees be approved in relation to applications for Scrap Metal Dealers licences for the three year period from 2016-17:

- Site Licence Application – £194.00
- Collectors Licence Application - £148.00

The meeting commenced at 2.00 pm and concluded at 2.23 pm

Councillor W S Davies (Chairman)