

ACTION SHEET

SOUTH ABERDEENSHIRE LICENSING FORUM – 11 MARCH, 2015

No.	ACTION	COMPLETION DATE	ACTION OWNER
1	To contact Forum Chairs to organise meeting to discuss possible training options. Extend invitation to other interested parties (Police, ADP, health, community safety, LSOs, etc) and Convener of Angus Licensing Forum.	June 2015 Item discussed at joint meeting of Aberdeenshire Licensing Forum Conveners. Training issue to be investigated with Alcohol Focus and reported back to all three Aberdeenshire Forums.	Fiona Tweedie (now Victoria McCaskill)
2	Members to discuss sending a letter to the Board on the possibility of incorporating a statement on how to categorise drunkenness in the Board's policy statement. Members to bring forward relevant information from their areas of expertise to discuss.	Item included on this agenda – Item 5.	Forum members
3	Circulate minutes from Licensing Board meetings with each Forum agenda.	Minute attached under Board Update agenda item – Item 8.	Fiona Tweedie (now Victoria McCaskill)
4	Contact applicant to advise that the application was successful.	Letter sent 25 March	Fiona Tweedie (now Victoria McCaskill)