

3. MINUTES OF BOARD MEETING

**ABERDEENSHIRE LICENSING BOARDS
SOUTH DIVISIONAL LICENSING BOARD**

*Minute of Meeting of the **SOUTH ABERDEENSHIRE DIVISIONAL LICENSING BOARD**, held in the **BETTRIDGE CENTRE, COASTAL PARK, NEWTONHILL, AB39 3UL** on **WEDNESDAY 7 JUNE 2017** at 11:00am.*

- Present –

Cllrs Peter Argyle, Rosemary Bruce, Jeff Hutchinson, Colin Pike, and Dennis Robertson

- In Attendance -

*Peter Robertson, Depute Clerk to the Board
Lauren Cowie, Principal Solicitor
Gavin Jardine, Licensing Sergeant, Police
Scotland
Keith Simpson, Senior Licensing Standards
Officer
Delsya Borland, Licensing Administrator*

1. APOLOGIES FOR ABSENCE

Cllr Leigh Wilson had intimated his apologies for the Board.

2. APOINTMENT OF BOARD CONVENOR

Cllr Peter Argyle was unanimously appointed as Convenor.

3. ADOPTION OF BOARD'S POLICIES AND PROCEDURES

Lauren Cowie, Principal Solicitor and Peter Robertson Depute Clerk briefed Members on the content of the various policies and procedures. Members in agreement to the policies and procedures being adopted.

4. STATEMENT OF EQUALITIES

In making decisions on the following items of business, the Board AGREED, in terms of Section 149 of the Equality Act, 2010:-

(1) The Board would have due regard to the need to:-

(a) Eliminate discrimination, harassment and victimisation;

- (b) *Advance equality of opportunity between those who share a protected characteristic and persons who do not share it; and*
 - (c) *Foster good relations between those who share a protected characteristic and persons who do not share it.*
- (2) *Where an Equality Impact Assessment was provided to consider its contents and take those into account when reaching their decision.*

5. MINUTES OF BOARD MEETING OF 5 APRIL 2015

Other than (i) Cllr Bews being recorded as present as well as absent, he was in fact absent, and (ii) Peter Robertson and not Lauren Cowie attending as Depute Clerk to the Licensing Board Meeting of 5th April 2017, the Minutes were APPROVED as a correct record

6. APPLICATIONS FOR PERSONAL LICENCE– STUART NIMMO – HEARING

- (1) *The Applicant was present at the hearing.*
- (2) *The Chief Constable was represented by Gavin Jardine, Licensing Sergeant the hearing.*
- (3) *The Board heard the submissions by the Applicant*
- (4) *The Depute Clerk submitted a letter of support received from applicant's agent.*
- (5) *The Board invited applicant to respond.*
- (6) *The Applicant submitted a further 3 letters of support*
- (7) *The Board invited further comment from applicant which he declined.*
- (8) *The Board heard the Inspector's submissions.*
- (9) *The Board invited the applicant to respond to the Inspector's submissions.*
- (10) *The applicant reiterated his earlier comments,*
- (11) *The Board asked if there were any questions. None were forthcoming.*
- (12) *The Board then invited the Sergeant to make concluding remarks but he declined to do so.*
- (13) *The Board then invited the applicant to make concluding remarks but he declined to do so.*
- (14) *Mr Argyle, seconded by Mrs Bruce, moved a motion that the application be granted.*
- (15) *No amendment was proposed.*
- (16) *The motion was passed unanimously on a show of hands.*

7. APPLICATION FOR NON-CONTENTIOUS MAJOR VARIATIONS OF PREMISES LICENCES

Following consideration of a report by the Depute Clerk in respect of applications for Major Variation of premises licences, the Board decided the applications as undernoted:

<u>Applicant</u>	<u>Premises</u>	<u>Decision</u>
Carroll Anne McLellan	Crown Inn 128 High Street Laurencekirk AB30 1BL	Granted
Neep Shed Ltd	The Boat Inn Charlestown Road Aboyne AB34 5EL	Granted
Mark James Cavanagh	Clachan Grill (prev) La Mangiatoia Bridge Square Ballater AB35 5BB	Granted

8. ADDITIONAL REPORTS

(i) The Equality Act 2010 – Report to Licensing Boards

Members endorsed the actions of the Convenors of the outgoing Divisional Licensing Board by approving the Equality Policy and Mainstreaming Progress Reports and Equality Outcomes for 2017 – 2021.

Cllr Dennis Robertson was unanimously elected the Equalities Service Champion for the South Board.

(ii) Annual Financial Statements – Reports to Licensing Boards

Members noted the content of the first Annual Financial Statement for Licensing Boards.

(iii) Combined Scheme of Delegation – Report to Licensing Boards

Members adopted the Combined Scheme of Delegation.

(iv) Guidance and Procedures for Board Members / Applicants and Objectors – Report to Licensing Boards

Members approved the terms of the updated Guidance for Procedures for Applicants and Objectors and Board Members.

Board Member Presiding over meeting

Print Name

Signature

Date

End of Minutes