



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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**Chief Executive**  
Damian Roberts

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**NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.**

Contact: Democratic Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

19 November 2024

To: MEMBERS OF THE LICENSING AND APPEALS COMMITTEE  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Licensing and Appeals Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 27th November, 2024 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

DAMIAN ROBERTS

Chief Executive

## A G E N D A

1. Guidance on the Conduct of Meetings 5 - 8

### PART 1 - PUBLIC

2. Apologies for Absence

3. Declarations of Interest 9 - 10

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

4. Minutes 11 - 12

To confirm as a correct record the Minutes of the meeting of Licensing and Appeals Committee held on 25 September 2024.

5. Minutes of Panel 13 - 16

To receive the Minutes of the two meetings of the Licensing and Appeals Committee sitting as a Panel in respect of taxi hearings held on 25 October 2024.

#### **Matters for Decision under Delegated Powers**

6. Review of Licensing Fees and Charges 2025/26 17 - 46

The report invites Members to adopt the proposed scale of fees for licences, consents and registrations as set out in Annex 1 of the report with effect from 1 April 2025.

7. Urgent Items 47 - 48

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

#### **Matters for consideration in Private**

8. Exclusion of Press and Public 49 - 50

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

#### **PART 2 - PRIVATE**

9. Urgent Items 51 - 52

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

## **MEMBERSHIP**

Cllr C Brown (Chair)  
Cllr C J Williams (Vice-Chair)

Cllr B Banks  
Cllr M A Coffin  
Cllr A Cope  
Cllr D Keers  
Cllr D W King  
Cllr W J Mallard

Cllr R W G Oliver  
Cllr R V Roud  
Cllr M Taylor  
Cllr D Thornewell  
Cllr K S Tunstall