



Date: 15/04/2019  
Our Ask For: Emily Kennedy  
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## LICENSING SUB COMMITTEE

25 APRIL 2019

A meeting of the Licensing Sub Committee will be held at **10.00 am on Thursday, 25 April 2019** in the Pugin and Rossetti Rooms, Council Offices, Cecil Street, Margate, Kent.

### Membership:

Councillors: Bambridge, K Coleman-Cooke and Crow-Brown

## A G E N D A

Item  
No

Subject

1. **ELECTION OF CHAIRMAN**

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

'To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest Form attached at the back of this Agenda. If a Member declares an interest, they should complete that form and hand it to the Officer clerking the meeting and then take the prescribed course of action.'

4. **APPLICATION FOR A PREMISES LICENCE - RENDEZVOUS RESTAURANT, ETHELBERG CRESCENT, MARGATE** (Pages 3 - 20)

**Declaration of Interests Form**

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**APPLICATION FOR A PREMISES LICENCE -  
RENDEZVOUS RESTAURANT, ETHELBERT CRESCENT,  
MARGATE**

Licensing Sub-Committee - 25th April 2019

Report Author Penny Button, Head of Safer Neighbourhoods

Portfolio Holder Cllr Lesley Game

Status For Decision

Classification: Unrestricted

Ward: Cliftonville West

**Executive Summary:**

To consider this application for a premises licence in respect of Rendezvous Restaurant, Ethelbert Crescent, Margate in light of representations received.

**Recommendation(s):**

The instructions of the Sub-Committee are requested.

**CORPORATE IMPLICATIONS**

<p><b>Financial and Value for Money</b></p>	<p>Costs associated with processing the application are taken from licensing fee income. The application or any other person (objector) may appeal the Committee's decision to Magistrates' Court within 21 days. Should this decision be appealed the the Council will incur costs defending the appeal. Should the appeal be successful it could result in costs being awarded against the Council.</p>
<p><b>Legal</b></p>	<p>Under the Licensing Act 2003 the Licensing Authority has a duty to exercise licensing control of relevant premises. The Licensing Sub-Committee is obliged to determine applications with a view to promoting the four licensing objectives. Any decision the Licensing Sub-Committee make should be made with regard to the Secretary of State's guidance made under Section 182 of the Licensing Act 2003 (revised in April 2017) as well as Thanet District Councils adopted Licensing Policy. Where any decision parts from either the Guidance or the Policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal/challenge is increased. Similarly the risk of appeal/challenge is increased if any decision made is not evidence based and proportionate.</p>

## Agenda Item 4

	<p>The Licensing Sub-Committee must pay proper attention to the applicant's rights under the provisions of the Human Rights Act 1998, which gives further effect in the United Kingdom to the fundamental rights and freedoms contained in the European Conventions on Human Rights. The Licensing Sub-Committee must have proper regard to the rights of the individual applicant when making decisions that affect them. However, it also has to have regard to the safety and protection of the public and therefore to ensure that the right balance is found and think hard about how it can cause the least possible harm to individuals, bearing in mind its duty to ensure the protection of the public.</p> <p>The effective regulation of licensable activities and of premises at which licensable activities take place can assist in safeguarding children and vulnerable adults.</p> <p>Section 17 of the Crime and Disorder Act 1998 states: "Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that is reasonably can to prevent crime and disorder in its area"</p> <p>In considering this application the Licensing Sub-Committee will balance the competing Human Rights of the various parties including the right to respect for private and family life, the protection of property and the right to a fair hearing.</p> <p>There is a right of appeal to a Magistrates' Court within 21 days of the date of the decision of the Licensing Sub-Committee with regard to the grant/refusal of a licence or any of the conditions attached to it.</p>
<b>Corporate</b>	<p>Corporate Priorities 1,2 &amp; 3 and Values 1, 2 &amp; 3 should be taken into account when determining the outcome of any application.</p> <p>Priority 1: A clean and welcoming environment</p> <p>Priority2: Supporting Neighbourhoods</p> <p>Priority 3: Promoting inward investment and job creation</p> <p>Value 1: Delivering value for money</p> <p>Value 2: Supporting the workforce</p> <p>Value 3: Promoting open communications.</p>
<b>Equality Act 2010 &amp; Public Sector Equality Duty</b>	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy &amp; maternity. Only aim (i) of the Duty applies to Marriage &amp; civil partnership.</p> <p>In considering this application it is appropriate to consider the rights of both the applicant and other parties, such as "responsible authorities" and/or "other persons" (objectors). The procedure for determining licences has a prescribed format to ensure fair representation of the relevant facts by all parties.</p>

# Agenda Item 4

<b>CORPORATE PRIORITIES (tick those relevant) ✓</b>	
A clean and welcoming Environment	✓
Promoting inward investment and job creation	✓
Supporting neighbourhoods	✓

<b>CORPORATE VALUES (tick those relevant) ✓</b>	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	✓

## 1.0 Introduction and Background

- 1.1 An application has been made by Rendezvous Night & Day Limited for a premises licence which includes the provision of late night refreshment and the supply of alcohol.

The operating schedule, showing the proposed licensable activities and hours are appended in Annex 1. A site plan of these premises is at Annex 2. In summary the applicant wishes to serve late night refreshment indoors between 23:00 and 00:00 and supply alcohol between 10:00 and 23:30 daily.

## 2.0 The Current Situation

Applicants for a premises licence are required, as part of the licensing procedure, to display a public notice which provides information to the public regarding the manner in which objection may be made. Similarly, public notice of the application should be published in a local newspaper circulating in the vicinity of the premises. These requirements appear to have been complied with. Two objections have been received which are appended in Annex 3.

The applicant is further required to give notice of the application to responsible authorities. No representations have been received.

The Licensing Sub-Committee will be aware that it must carry out its functions under the 2003 Licensing Act to take steps which are appropriate for the promotion of the licensing objectives. The Licensing objectives are:- the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm. In carrying out its licensing functions, the Licensing Sub-Committee must also have regard to its statement of licensing policy and the Guidance issued under the Act.

The four licensing objectives are the matters the Licensing Sub-Committee must address when considering whether to grant or refuse the application. Each application should be considered on its merits. Reasons must be given for any decision made by the Sub-Committee.

Where a premises licence is granted mandatory conditions will apply under Sections 19- 21 of the Act. These refer to irresponsible drinks promotions, provision of free tap water, an age verification policy, availability of small measures, the sale of alcohol below cost, and designated premises supervisor.

## 3.0 Options –

# Agenda Item 4

- 3.1 Grant the application with conditions consistent with the Operating Schedule accompanying the application, agreed and mandatory conditions.
- 3.2 Exclude from the scope of the licence any of the licensable activities to which the application relates.
- 3.3 Refuse the application.
- 3.4 Refuse to specify a person in the licence as the designated premises supervisor. The proposed designated premises supervisor is Carol Ann Smith.
- 3.5 Grant the application subject to different conditions in respect of different parts of the premises or different licensable activities.

Contact Officer:	Penny Button, Head of Safer Neighbourhoods
Reporting to:	Gavin Waite, Director of Operational Services

## Annex List

<i>Annex 1</i>	<i>Operating Schedule</i>
<i>Annex 2</i>	Site Plan
<i>Annex 3</i>	Public Representations

## Background Papers

Title	Details of where to access copy
Licensing Act 2003	<a href="https://www.legislation.gov.uk/ukpga/2003/17/contents">https://www.legislation.gov.uk/ukpga/2003/17/contents</a>
DCMS Guidance documents issued under Section 182 of the Licensing Act 2003 (as amended)	<a href="https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003">https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003</a>
Thanet District Council Statement of Licensing Policy	<a href="https://www.thanet.gov.uk/media/3168621/licensing-document-2016.pdf">https://www.thanet.gov.uk/media/3168621/licensing-document-2016.pdf</a>

# Agenda Item 4 Annex 1

<b>Date of birth</b> over	I am 18 years old or	<input type="checkbox"/>	<input type="checkbox"/>	Please tick yes
<b>Nationality</b>				
Current postal address if different from premises address				
Post town		Postcode		
<b>Daytime contact telephone number</b>				
<b>E-mail address (optional)</b>				

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Rendezvous Night & Day Limited
Address Ground Floor Ethelbert Crescent Cliftonville Margate Kent CT9 2DY
Registered number (where applicable) 11611027
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any) 
E-mail address (optional) 

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
1	5	042019

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

A restaurant with bar facility.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

X

Supply of alcohol (if ticking yes, fill in box J)

X

**In all cases complete boxes K, L and M**

1

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	23:00	00:00	<u>Please give further details here</u> (please read guidance note 4)		
Tue	23:00	00:00			
Wed	23:00	00:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	23:00	00:00			
Fri	23:00	00:00	<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	23:00	00:00			
Sun	23:00	00:00			

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	23:30			
Tue	10:00	23:30			
Wed	10:00	23:30			
Thur	10:00	23:30			
Fri	10:00	23:30			
Sat	10:00	23:30			
Sun	10:00	23:30			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

Name	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

**K**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	07:00	00:00	
Tue	07:00	00:00	
Wed	07:00	00:00	
Thur	07:00	00:00	
Fri	07:00	00:00	
Sat	07:00	00:00	
Sun	07:00	00:00	
<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)			

**M** Describe the steps you intend to take to promote the four licensing objectives:

a) **General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

The premises that was formerly a public house is to be opened with a Premises Licence enabling the sale of food together with alcohol on the basis of an A3 planning use. The applicant will offer a condition that substantial food and refreshment shall be available throughout the premises during the hours for the sale of alcohol. CCTV will be installed throughout and covering the entrance.

**b) The prevention of crime and disorder**

The nature of the premises is such that it is unlikely to attract excessive drinking and crime and disorder.

**c) Public safety**

The usual Fire, Health & Safety and food safety assessments are in the process of being carried out.

**d) The prevention of public nuisance**

The limited hours of the premises and the nature of a food-led operation would be unlikely to cause public nuisance.

**e) The protection of children from harm**

The premises will be primarily a restaurant, however, the licence holder and designated premises supervisor will ensure that where there are any age limited goods or alcohol on sale, a Challenge 25 system will be operated. A refusals book will be maintained and only photographic ID such as but not exclusively driving licence or passport or other public authority photo identity.

**Checklist:**

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.

X  
X

# Agenda Item 4 Annex 1

- I have sent copies of this application and the plan to responsible authorities and others where applicable. X
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X
- I understand that I must now advertise my application. X
- I understand that if I do not comply with the above requirements my application will be rejected. X
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15). —

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)</li> </ul>
Signature	

Date	14/3/19
Capacity	SOLICITOR

For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

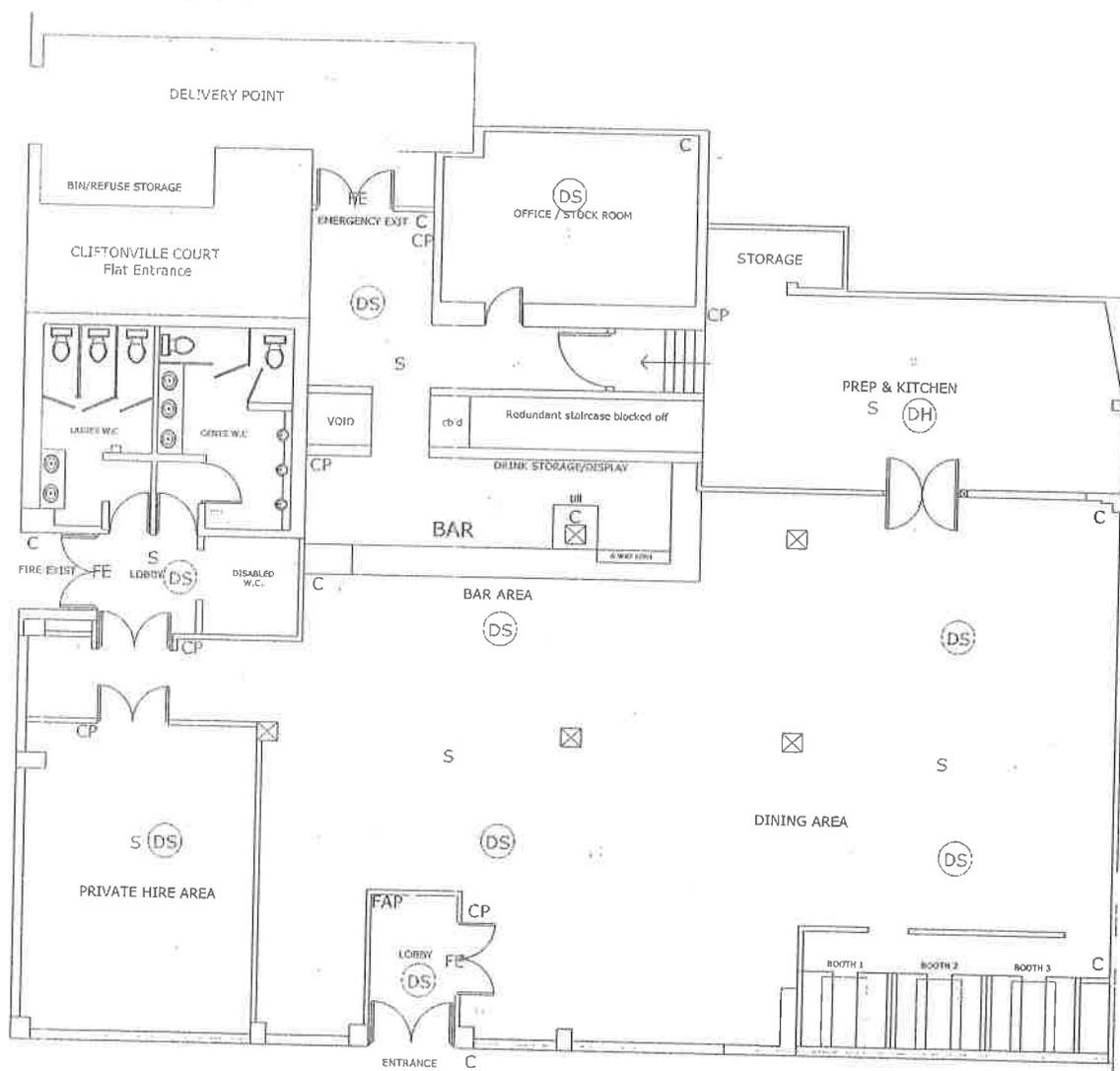
Signature	
Date	
Capacity	Solicitor

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Mackenzie Dillon The Old Police Station 58-60 Gladstone Road			
Post town	Broadstairs, Kent	Postcode	CT10 2TA
Telephone number (if any)	07980 625259		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) mackenziedillon@yahoo.co.uk			

**Notes for Guidance**

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.

# LICENSING PLAN for RENDEZVOUS NIGHT AND DAY (Formally known as "Franks")



**KEY**

- C = CCTV
- FE = FIRE EXIT
- FAP = FIRE ALARM PANEL
- CP = CALL POINT
- S = SOUNDER
- (DS) = SMOKE DETECTOR
- (DH) = HEAT DETECTOR

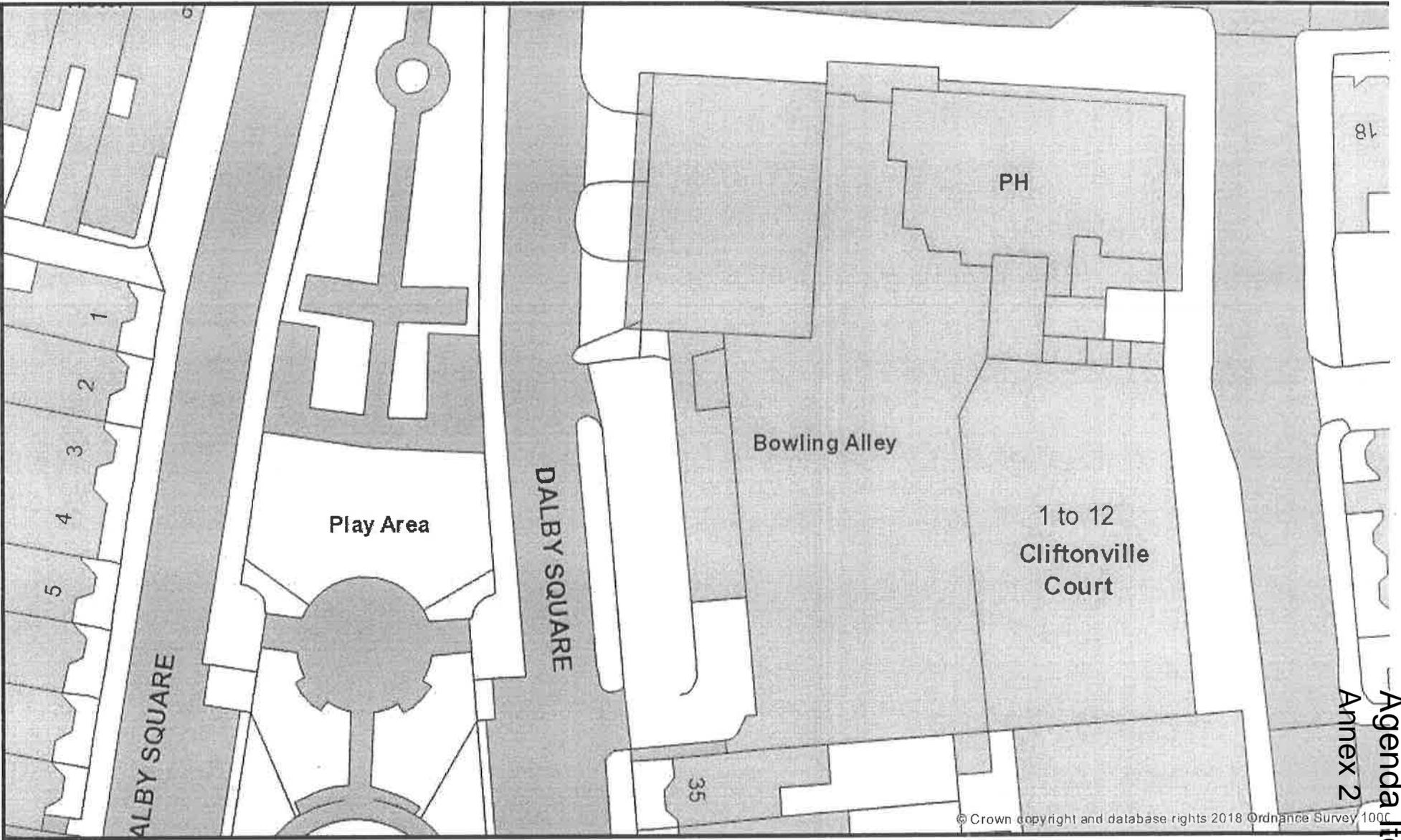
<b>CLIENT</b>	Rendezvous Night & Day 11th/12th Cres, Cliftonville, Margate CT9 2JY
<b>DATE</b>	30/11/2018
<b>JOB DESCRIPTION</b>	LICENSING PLAN
<b>SCALE</b>	A3 1:100
<b>DRAWING NO.</b>	LP/001/18/02
<b>SITE</b>	Rendezvous Night & Day 11th/12th Cres, Cliftonville, Margate CT9 2JY



Title: Thanet District Council  
 Author: Thanet District Council  
 Scale 1:1,250  
 Date: 12/04/2019

Thanet District Council  
 Cecil Street  
 Margate  
 Kent  
 CT19 1XZ





Title: Thanet District Council  
Author: Thanet District Council  
Scale 1:500  
Date: 12/04/2019

Thanet District Council  
Cecil Street  
Margate  
Kent  
CT19 1XZ



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TDC Licensing <licensing@thanet.gov.uk>

Re: CT9 2DY Rendezvous Night and Day, Ethelbert Crescent / Edgar Road

1 message

2 April 2019 at 10:15

To: TDC Licensing <licensing@thanet.gov.uk>

Hello

Thank you, I appreciate you coming back so quickly.

I would like to object to the long nature of the licence and the unrelenting nature of it.

The licence is from 10am to 11.30pm every day. This feels excessive, especially given the local issues with HMOs (one of which is directly opposite the restaurant) and the antisocial behaviour associated with this.

I am in the process of purchasing a flat in Cliftonville Court, it is a lovely residential building with a number of elderly residents. The idea of people having the facility to drink all day, every day, right underneath is horrible.

I would hope that at the very least drinking would be limited to start at lunchtime (why sell booze with breakfast? What kind of clientele are expected?).

Given the residential location, I would hope that drinking would be limited to 10pm on week nights, Sundays and bank holidays.

Kind regards

On 2 Apr 2019, at 08:51, TDC Licensing <licensing@thanet.gov.uk> wrote:

Good Morning

The Blue copy of their notice is in the window of the premises this gives the times that the applicant is applying for. If you have any objections they need to be sent to us in writing by 15 April 2019, an email will be fine. If you wish to view the application you will need to make an appointment with the Licensing Team to view it at the Council Offices.

Kind Regards  
Licensing

On Sun, 31 Mar 2019 at 12:08,

Hello

I write with reference to the licence application for the above property.

I'm concerned to note that the application is for an alcohol licence daily until 23.30 given the restaurant is directly beneath a block of 10 residential flats and also given the high levels of anti social behaviour in the Dalby Square area.

I have searched your website for the application to see more details but have been unable to find it. Please would you be kind enough to send me a copy and advise how I can appeal against the application?

With kind regards

Sent from my iPad



**Objection to CT9 2DY Rendezvous Night and Day alcohol license**

1 message

[Redacted]

2 April 2019 at 11:48

To: licensing@thanet.gov.uk

Dear Thanet council  
Hope you're well.

I'm about to move into Cliftonville Court on Edgar Road and I saw in the window of the new restaurant that they have applied for a license that means they can sell alcohol all day, every day.

Please consider this email, my objection to this in writing.

As the restaurant is underneath a residential building and right on the street it feels like this is an invitation for noise late at night, every night and quite honestly, being allowed to serve alcohol at 10am seems like asking for trouble, especially when there are already issues with daytime drinking and anti social behaviour around Dalby Square and Edgar Road.

Why is the license running until 11.30pm every day? Surely it's not needed that late every day of the week.

Please let me know if you need more info from me, or if there are any next steps.

Best regards

[Redacted]

[Redacted]

## THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

### Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

### Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
  - exercises functions of a public nature; or
  - is directed to charitable purposes; or
  - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

### **Gifts, Benefits and Hospitality**

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

### **What if I am unsure?**

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Democratic Services and Scrutiny Manager well in advance of the meeting.

## **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY**

MEETING.....

DATE..... AGENDA ITEM .....

DISCRETIONARY PECUNIARY INTEREST

SIGNIFICANT INTEREST

GIFTS, BENEFITS AND HOSPITALITY

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....  
.....  
.....

NAME (PRINT): .....

SIGNATURE: .....

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.