

# LICENSING COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held on Wednesday, 3 December 2025 at 7.30 pm at Penn Chamber, Three Rivers House, Rickmansworth.

Members of the Licensing Committee:-

Councillors:

Harry Davies (Chair)  
Stephen Cox  
Andrea Fraser  
Debbie Morris  
Ciaran Reed

Raj Khuroya (Vice-Chair)  
Narinder Sian  
Andrew Scarth  
Anne Winter

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*Joanne Wagstaffe, Chief Executive  
Tuesday, 25 November 2025*

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES**

(Pages 5 - 8)

To confirm, as being a correct record, the minutes of the Licensing Committee, held on 4 December 2024, and for them to be signed by the Chair.

**3. NOTICE OF OTHER BUSINESS**

Items of other business notified under Council Procedure Rule 30 to be announced, together with the special circumstances that justify their consideration as a matter of urgency. The Chair to rule on the admission of such items.

**4. DECLARATIONS OF INTEREST**

To receive any declarations of interest.

**5. REVIEW OF STATEMENT OF LICENSING POLICY 2021-2026**

(Pages 9 - 178)

The Licensing Act 2003 (as amended) ("the 2003 Act") requires that all licensing authorities should issue a Statement of Licensing Policy and keep it under review every 5 years, making revisions to it, at such times, as it considers appropriate.

The current Statement of Licensing Policy 2021-2026 (“the Policy”) was published on 24 February 2021 and therefore expires on 24 February 2026.

Officers have reviewed the Policy and have sought to make changes. It should be noted that no legislative changes have occurred since the last review and therefore the changes identified at this stage are relatively minor and expanded upon below.

The objective is for the revised Policy to be effective from 25 February 2026 to ensure a seamless transition between the existing and new Policy.

#### Recommendation

That members of the Committee agree to the following:

- Note the report and revised Policy making changes if required; and
- Commence a 6-week public consultation exercise on the revised Policy; and,
- Following the expiry of the public consultation that details of the consultation responses and any amendments to the Policy following the consultation will be presented to the Licensing Committee on 4 February 2026 for agreement with formal adoption by Full Council on 24 February 2026; or,
- In the event there are no amendments or responses from the public consultation which materially impact the revised Policy as consulted on, that the Head of Regulatory Services in conjunction with the Chair of the Committee makes minor changes to the Policy, if required, and then for the revised Policy to be formally adopted by Full Council on 24 February 2026.

That public access to the report be immediate.

#### **6. WORK PROGRAMME**

(Pages 179 - 180)

To note the Committee’s work programme.

#### **7. OTHER BUSINESS - If approved under item 3 above**

#### **8. EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item in private, it will be appropriate for a resolution to be passed in the following terms:-

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph **X** of Part I of

Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

**General Enquiries: Please contact the Committee Team at**  
[committeeteam@threerivers.gov.uk](mailto:committeeteam@threerivers.gov.uk)

The Council welcomes contributions from members of the public on agenda items at the Licensing Committee meetings. Details of the procedure are provided below:

For those wishing to speak:

Members of the public are entitled to register and identify which item(s) they wish to speak on from the published agenda for the meeting. Those who wish to register to speak are asked to register on the night of the meeting from 7pm. Please note that contributions will be limited to one person speaking for and one against each item for not more than three minutes.

In the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will be given the right to speak on that item at the next meeting of the Committee.

Those wishing to observe the meeting are requested to arrive from 7pm.

In accordance with The Openness of Local Government Bodies Regulations 2014 any matters considered under Part I business only of the meeting may be filmed, recorded, photographed, broadcast or reported via social media by any person.

Recording and reporting the Council’s meetings is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Legislation and the laws of libel and defamation.

The meeting may be livestreamed and an audio recording of the meeting will be made.