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## **Regulatory Services Committee MINUTES**

**Of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on  
Wednesday, 10 June 2026 from 7.30 pm - 7.55 pm.**

**Present:** Councillors

Harry Davies (Chair), Raj Khiraya, Anaika Chopra, Keith Martin, Debbie Morris and  
Narinder Sian

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### **Officers in Attendance:**

Lorna Curtis, Lead Licensing Officer  
Alexandra Reynolds, Licensing Officer  
Anita Hibbs, Committee Officer

### **RG1/26      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Stephen Cox, Ciaran Reed, Andrew  
Scarth, Louise Price.

Councillor Debbie Morris stated for the record that Councillors Ciaran Reed and Louise Price,  
a substitute member, had come to the meeting but they were not permitted to participate as  
they had not completed the relevant licensing training, even though this is the Regulatory  
Services Committee meeting.

### **RG2/26      MINUTES**

The minutes of the Regulatory Services Committee held on 3 December 2025 were confirmed  
as a correct record and signed by the Chair of the meeting.

### **RG3/26      NOTICE OF URGENT BUSINESS**

There was no other business.

### **RG4/26      DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **RG5/26      REVIEW OF STREET TRADING POLICY**

The Lead Licensing Officer presented the report, highlighting the minor changes to the policy.

Members inquired about the rationale for the proposed changes in the policy, and how in  
practice it will work for different categories of applicants. Officers explained that events taking  
place on council-owned land will be exempt from any new street trading fees or charges.

The criteria would include anyone trading on the street. Furthermore, officers clarified that this would apply to any other land owned by any other borough or council within Three Rivers, as Three Rivers District Council and parish owned land are already covered in the policy.

Members requested for examples of the types of organisations, that would qualify for exemption from charges and fees, to be listed within the policy, and officers confirmed that a list could be included as an appendix to the policy.

Organisations mentioned as examples were:

- Registered charities
- Charitable Incorporated Organisations (CIOs)
- Community Interest Companies (CICs)
- Companies Limited by Guarantee with non-profit objectives
- Parish, town and community councils
- Constituted and un-constituted community groups
- Residents' associations
- Scout, Guide and other youth organisations
- Community sports clubs
- Faith organisations and places of worship
- Parent Teacher Associations (PTAs) and school friends' groups

Members expressed concern regarding possible lengthy processes of clarifying to members of the public the exemption rules. In response, officers explained that the relevant information can be found on the Council's website, and licensing officers can be contacted, they will be happy to advise anyone seeking support and guidance regarding the exemption criteria.

Councillor Raj Khiroya moved the recommendation, seconded by Councillor Narinder Sian, with the additional amendment to the wording to include '*adopted*' in:

Section 2.3.2 Activities which take place on Council owned land\* (including land owned by a district, parish or borough whereby written consent has been obtained in writing from the relevant Council) including but not limited to:

- Council parks and green / open public spaces such as Commons along with their associated carparks

\*This exemption excludes *adopted* highway land which is maintainable at public expense.

b) Authorise officers to adopt the amended Policy.

On being put to the committee, the motion was declared CARRIED by the Chair, the voting being by general assent.

RESOLVED:

That members of the committee agree to Option 1: to agree to the changes and adopt the amended Policy.

a) to agree the amendments to the Policy namely:

Section 2.3.2 to include "Activities which take place on Council owned land\* (including land owned by a district, parish or borough whereby written consent has been obtained in writing from the relevant Council) including but not limited to:

- Council parks and green / open public spaces such as Commons along with their associated carparks

\*This exemption excludes *adopted* highway land which is maintainable at public expense.

b) Authorise officers to adopt the amended Policy.

## **RG6/26      WORK PROGRAMME**

Councillor Debbie Morris proposed a review of the district polling stations to be added to the work programme. Following a discussion regarding the correct committee for this item, Members noted that this item had been previously reviewed by the Regulatory Services Committee, and this was confirmed by the Committee Officer.

Members inquired whether the review of the work programme permitted the addition of new items. The Committee Officer advised that the current work programme was presented for noting, but clarified that members of the committee could propose items for inclusion in the next meeting's agenda.

Councillor Debbie Morris proposed a second item to be added to the work programme for the committee's October meeting on the conduct of the previous elections in May, to seek to improve voters' experience in future elections. The Chair seconded the motion. Responding to a question, the Committee Officer advised that she would consult with the elections officers to decide whether to add the proposed items separately or as a single item to the work programme.

The committee noted the work programme.

**CHAIR**