

## NOTICE OF MEETING



Clackmannanshire Council  
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**24 October 2016**

**A JOINT MEETING of the CLACKMANNANSHIRE LICENSING BOARD and CLACKMANNANSHIRE LOCAL LICENSING FORUM will be held within the Council Chamber, Kilncraigs, Alloa, FK10 1EB, on TUESDAY 1 NOVEMBER 2016 at 10.00 am, or following the conclusion of the meeting of the Licensing Board (whichever is later).**



**STUART MCQUEEN  
Depute Clerk  
Clackmannanshire Licensing Board**

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## Clackmannanshire Licensing Board Members

### Councillors

Councillors		Wards		
Councillor	Walter McAdam, MBE	2	Clackmannanshire North	SNP
Councillor	Les Sharp	1	Clackmannanshire West	SNP
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Graham Watt	3	Clackmannanshire Central	LAB
Councillor	Kenneth Earle	4	Clackmannanshire South	LAB
Councillor	Craig Holden	4	Clackmannanshire South	SNP
Councillor	Irene Hamilton	5	Clackmannanshire East	SNP

## Clackmannanshire Local Licensing Forum Members

Andrew Mitchell	Convener, Clackmannanshire Local Licensing Forum
Police Representative	Police Scotland
Ian Gordon	Secretary, Tillicoultry Community Council
John Carr	Chalmers, Bank Street, Alloa
Andrew Henderson	Chalmers, Bank Street, Alloa
Valerie Corbett	Substance Development Officer, Clacks Council
Paul Fair	Licensing Standards Officer, Clacks Council
Muriel Lockerbie	Secretary, Tullibody, Cambus & Glenochil Community Council
Gerry Mulraney	Candleriggs Inns Ltd
Ian Green	Secretary, Clackmannan Community Council
Bill Miller	Service Manager, Educational Development, Clacks Council
Amanda Gerlach	The Old Brewery, East Vennel, Alloa
Norrie Moans	Signpost Recovery
Aileen Holliday	NHS Forth Valley

**MINUTES of JOINT MEETING of the CLACKMANNANSHIRE LICENSING BOARD and LOCAL LICENSING FORUM held on Tuesday 8 December at 10.30 am in the Council Chambers, Patons Building, Kilncraigs, Alloa.**

**PRESENT:**

**Clackmannanshire Licensing Board**

Councillor Walter McAdam MBE, Convenor (In the Chair)  
Councillor Kenneth Earle  
Councillor George Matchett  
Councillor Graham Watt

**Local Licensing Forum**

Muriel Lockerbie, Member of the Public  
Elaine Brown, Substance Development Officer, Alcohol and Drug Partnership (ADP), Clackmannanshire Council

**IN ATTENDANCE:**

Stuart McQueen (Depute Clerk to the Licensing Board)  
June Andison, Licensing Administrator  
Gillian White, Senior Business Support Officer (Minutes)

**1. Apologies**

Apologies were received from Councillor Les Sharp, Councillor Irene Hamilton, Councillor Craig Holden, Councillor Donald Balsillie, Andrew Mitchell (Convenor, Clackmannanshire Local Licensing Forum), Amanda Gerlach (The Old Brewery), James McKenzie (ADP, Clackmannanshire Council) and Ian Green (Clackmannan Community Council).

**2. Welcome and Introduction**

The Convenor welcomed everyone to the annual meeting.

**3. Minute of Joint Meeting of Clackmannanshire Licensing Board and Clackmannanshire Local Licensing Forum held on 21 October 2014**

The minutes of the joint meeting of the Clackmannanshire Licensing Board and Clackmannanshire Local Licensing Forum held on 21 October 2014 were submitted for approval.

## **Decision**

The minutes of the meeting held on 21 October 2014 were agreed as a correct record and signed by the Convenor.

### **4. Open Forum**

#### *Remit of the Forum*

Councillor Matchett asked that for future joint meetings of the Forum/Board, the Forum members provide a list of questions or matters they wish to discuss to the Board in advance of the meeting. As the joint meetings only happen annually, it would ensure that answers could be provided at the meeting.

#### *Chief Constable's Annual Report on Licensing in Clackmannanshire*

The Board had provided feedback to the effect that the Annual Report was very much a procedural document. The Board queried if any response to the Annual Report had been submitted by the Forum. Mrs Lockerbie advised that the document had been discussed at the last meeting of the Forum. All members of the Forum had a copy and had provided feedback through Anne McPherson in Business Support. The feedback had included comment that the Forum found the document to be procedural too, with minimal detail on what's happening in Clackmannanshire. The Clerk advised that the Chief Constable was aware that the information was not as detailed as he would want and that future information within the annual report would need to be more local.

#### *Policy Review*

The Clerk advised that the current Statement of Licensing Policy is in effect until 2016. However, with changes to take place with the introduction of the Air Weapons and Licensing (Scotland) Bill, The Society of Local Authority Lawyers and Administrators in Scotland (SOLAR) has asked the Scottish Government for an interim order to extend the Statement of Licensing Policy to 2017 to tie in with the regime of the new act. This would allow Boards to defer consultation on their new statements until 2017, rather than having to carry out one now and repeat the following year. Councillor Matchett also advised that this would mean that this may give an opportunity to a newly elected local government administration to review the Statement of Licensing Policy as they come into office in May 2017.

*Role of Clackmannanshire Alcohol Drug Partnership (ADP)*

Elaine Brown, Substance Development Officer, was in attendance at the joint meeting in place of James McKenzie who would usually attend the Forum. Elaine advised that there had been a bit of a hiatus with the ADP and that they were hoping to rebuild links to support the licensing policy and to have open dialogue with the Board. The ADP collects data for all of Forth Valley and is happy to do a presentation on Clackmannanshire. She advised that while alcohol related deaths in Clackmannanshire are higher, hospital stays are lower, there is also information on the impact of off sales.

Elaine works in Stirling Council and advised that in Stirling, the ADP get notification of all license applications and although the ADP are not statutory consultees, they have put forward a number of objections to applications. The information they are given is the public information. June advised that the ADP previously were sent copies of applications and that she would ensure that copies would be sent to James McKenzie. **Action:** June Andison

The Board asked if an all member presentation could be organised to provide information on the strategic framework of Clackmannanshire ADP and how the organisation came into effect. It would be useful if the presentation could also set out what they can offer the Board and how they represent public opinion.

**Action:** June Andison

*Attendance at the Forum*

Mrs Lockerbie advised that membership of the Forum had been falling. The Board advised that they would want to see the Forum being representative of the public and the trade. Mrs Lockerbie advised that Paul Fair, Licensing Standards Officer is looking at the membership and how the Forum is organised as part of his remit. The Clerk advised that while it is a statutory responsibility to hold a joint meeting of the Forum and the Board a minimum of once per year, if the Convenor of the Forum wishes to bring forward any issues, they have the ability to meet on a more frequent basis.

**5. AOCB**

None

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The Convenor thanked the Board and Forum Members for their attendance at the meeting.

Ends: 10.45 am

