



**MINUTES OF JOINT MEETING of the CLACKMANNANSHIRE LICENSING BOARD and CLACKMANNANSHIRE LOCAL LICENSING FORUM held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 13 NOVEMBER 2018 at 10.15 am.**

**PRESENT**

**Clackmannanshire Licensing Board Members**

Councillor Kenneth Earle, Convenor of the Licensing Board (In the Chair)  
Councillor Donald Balsillie  
Councillor Martha Benny  
Councillor Dave Clark  
Councillor Helen Lewis  
Councillor George Matchett, QPM  
Councillor Tina Murphy  
Councillor Les Sharp

**Clackmannanshire Local Licensing Forum Members**

Mr John Mitchell, Convenor of the Local Licensing Forum  
Elaine Brown, Clackmannanshire and Stirling Alcohol and Drugs Partnership  
Gary McPhee, Clackmannan Community Council  
Muriel Lockerbie, Tullibody, Cambus and Glenochil Community Council

**IN ATTENDANCE**

Paul Fair, Licensing Standards Officer  
June Andison, Licensing Administrator  
Anne McPherson, Admin Support to the Local Licensing Forum  
Lindsay Thomson, Service Manager Legal and Democracy, Clerk to the Licensing Board  
Melanie Moore, Committee Services

Chief Inspector Drew Sinclair, Police Scotland  
Claire MacKenzie, Police Scotland (Licensing Officer)

**1.0 APOLOGIES**

None.

**2.0 DECLARATIONS OF INTEREST**

None

**3.0 WELCOME AND INTRODUCTIONS**

Today's meeting was chaired by Councillor Kenneth Earle, Convenor of Clackmannanshire Licensing Board.

Following introductions, the Chair welcomed the Board and Forum members to the annual joint meeting of the Licensing Board and Local Licensing Forum.

#### **4.0 MINUTES OF MEETING – 26 SEPTEMBER 2017**

The minutes of the Joint Meeting of the Clackmannanshire Licensing Board and the Clackmannanshire Local Licensing Forum held on 26 September 2017 were submitted for approval.

Moved by Councillor George Matchett, QPM. Seconded by Paul Fair, LSO.

#### **Decision**

The minutes of the Joint Meeting of the Clackmannanshire Licensing Board and the Clackmannanshire Local Licensing Forum held on 26 September 2017 were agreed as a correct record and signed by Councillor Kenneth Earle as the Chair of today's meeting.

#### **5.0 POLICE SCOTLAND: CHIEF CONSTABLE'S REPORT TO THE CLACKMANNANSHIRE LICENSING BOARD FOR THE PERIOD 1 APRIL 2017 TO 31 MARCH 2018**

#### **Attending**

Chief Inspector Drew Sinclair, Police Scotland (representing the Chief Constable).  
Claire McKenzie, Police Scotland (Licensing Officer)

The Chief Constable's report was also included in the agenda for the Licensing Board meeting directly preceding the joint meeting of the Licensing Board and the Local Licensing Forum. Members of the Clackmannanshire Local Licensing Forum were in attendance at the meeting of the Licensing Board to hear the presentation given by Chief Inspector Sinclair on the Chief Constable's report to the Clackmannanshire Licensing Board.

The Licensing Board and Local Licensing Forum members had heard a presentation from Chief Inspector Drew Sinclair on the Chief Constable's report and had opportunity for questions.

Having commented on and challenged the report as appropriate, the meeting agreed to note the information provided in the Chief Constable's Report to the Clackmannanshire Licensing Board for the period 1 April 2017 to 31 March 2018.

#### **6.0 OPEN FORUM**

Following consideration of the Chief Constable's Report, there followed opportunity for Board and Forum members to exchange views on and ask questions relevant to the roles of each body, the discharge of their respective functions, any concerns arising and relevant licensing issues.

The meeting heard from Elaine Brown, Clackmannanshire and Stirling Alcohol and Drug Partnership, asking for an update to the revised Licensing Policy in which Lindsay Thomson advised Elaine that the Working Group was due to meet after the conclusion of the forum and There was a discussion on the Chief Constables report to the Clackmannanshire Licensing Board.

#### **7.0 AOCB**

None.

The Chair brought the meeting to a close at 1115 hrs.