

COMMUNITY OVERVIEW & SCRUTINY COMMITTEE

THURSDAY 7 OCTOBER 2004 AT 10.00 AM

PRESENT: Councillor Boaden (Chairman), Councillors Bowman C, Earp, Hendry, Parsons, Rutherford K and Scarborough.

ALSO PRESENT: Councillor Knapton attended the meeting as a Portfolio Holder.

COS.142/04 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors N Farmer, Aldersey, Bloxham, M Bowman and also G Connolly (Interim Executive Director).

COS.143/04 DECLARATIONS OF INTEREST

Councillor Earp declared an interest in accordance with the Council's Code of Conduct for Members, in respect of the following items on the agenda :

- (a) A personal interest in respect of any mention of the Citizens Advice Bureau, which is referred to in the draft Joint Protocol for responding to Unauthorised Gypsy and Traveller Encampments. The interest related to the fact that he is a Trustee Board Member of the Citizens Advice Bureau.
- (b) A personal interest in respect of the Executive response to this Committee on the East Cumbria Countryside Project. The interest related to the fact that he is an Executive Member of the East Cumbria Countryside Project.

COS.144/04 MINUTES

The Minutes of the Meetings held on 15 July, 6 August and 26 August 2004 were signed by the Chairman as correct records.

COS.145/04 CALL IN OF DECISIONS

RESOLVED – That the Executive's response to the call-in on "Appointments as Representatives on Outside Bodies" would be considered later in the Agenda under the Executive's responses item.

COS.146/04 WORK PROGRAMME

The Overview and Scrutiny Manager presented the Work Programme for this Committee for 2004/05 and highlighted the following matters :

- (a) Post Foot and Mouth Disease Environmental and Health Matters Subject Review/Enquiry – arrangements had been made to invite Dr Gregson, the Director of Public Health for the Carlisle and Eden Primary Care Trust to the meeting of the Committee in January 2005 and Dr Mort of the Lancaster University Research Team would also be invited to the same meeting.
- (b) There had been some changes to the programming of items for the November meeting of the Committee due to the amount of business on the agenda. The Sheepmount Monitoring Report and the Museums Development Plan would be moved to the special meeting of the Committee on 15 November 2004.
- (c) The Housing Strategy item would be reported to the 18 November meeting of the Committee and not this meeting as scheduled in the Work Programme. An item on Sub-Regional Housing Strategy Programme would also be considered at the 18 November meeting.

In response to a Member's question about whether the change in programming of the Housing Strategy would mean that the Committee's comments are not included in the official response to the Office of the Deputy Prime Minister, Mr Mallinson advised that he would check the position regarding a final deadline and that if there was a problem in meeting the final deadline a special meeting could be arranged if necessary. The matter was programmed to go to the Executive after it was reported to Overview and Scrutiny on 18 November and the Portfolio Holder commented that it should be possible to make the ODPM deadline, as there had been slippage in the dates from Central Government.

- (d) Gypsy and Traveller Protocol – this matter would be considered at this meeting instead of the November 2004 meeting as scheduled in the Work Programme.
- (e) Fusehill Street Community Garden - Mr Mallinson advised that a letter had been received from Ms Smith and Mrs Brunton requesting that the decision to dispose of Fusehill Street Community Garden be scrutinised by the Community Overview and Scrutiny Committee. This request was made as they believed that the entire site was needed to meet the social, economic and environmental wellbeing of all categories of people in the area.

Mr Mallinson advised that it was not within the ambit of this Committee to scrutinise this matter and that it had already been scrutinised extensively by the Infrastructure Overview and Scrutiny Committee and by the Corporate Resources Overview and Scrutiny Committee who had called the matter in. At the call-in meeting, the Overview and Scrutiny Committee had agreed with the Executive's decision to dispose of part of the land at Fusehill Street Community Gardens for

the development of a medical practice, as set out in paragraph 1 of Executive Decision EX.193/04 and did not wish to refer that part of the decision back to the Executive for reconsideration. The part of the Executive's decision on the disposal of part of the land had therefore become live and would be acted on.

The Corporate Resources Overview and Scrutiny Committee had referred some other aspects of Fusehill Street Community Gardens back to the Executive for reconsideration and clarification.

- (f) Future Subject Reviews/Enquiries – at the last meeting Mr Mallinson had asked Members to forward to him any suggestions for Subject Reviews during 2004-05 municipal year. In the responses from Members, a clear common suggestion had been a Subject Review on Anti-Social Behaviour and Anti-Social Behaviour Orders. The only other common suggestion was to do with young people and the provisions for young people. As Anti-Social Behaviour and Anti-Social Behaviour Orders was the clear favourite and had been raised at the recent Crime and Disorder Workshop, it seemed appropriate that a Subject Review be conducted into this matter.

In response to a Member's question, he recommended that it would only be possible to conduct one Subject Review within the municipal year, given that this one would probably only start in the new year of 2005.

Members welcomed the suggestion of a Review into Anti-Social Behaviour, but also stressed that the whole issue of young people, including behaviour and provision of facilities for young people, was a serious issue which needed consideration. Members thought that the public would welcome a Review into the whole issue of young people. Mr Mallinson suggested that as this could potentially be such a large area, that it may be worth working on the development of terms of reference for a Review which could be carried out in the 2005/06 municipal year.

RESOLVED – (1) That the Work Programme be noted.

(2) That this Committee cannot scrutinise Fusehill Street Community Garden as it is not within the ambit of this Committee, it has been extensively scrutinised by the Infrastructure Overview and Scrutiny Committee and by the Corporate Resources Overview and Scrutiny Committee and the part of the Executive decision on the disposal of part of the land is now live and will be acted on.

(3) That Anti-Social Behaviour and Anti-Social Behaviour Orders be the main subject Review for this Committee during the 2004/05 municipal year, and that terms of reference be developed with a view to commencing the Review in January 2005.

(4) That the Overview and Scrutiny Manager and the Chairman identify appropriate mechanisms to bring Young People issues to the Committee, particularly in relation the Council's role and responsibility in this area. Terms of Reference could be developed for a future Subject Review to be held during the municipal year 2005/06.

COS.147/04 CHAIRMAN'S COMMENTS

The Chairman welcomed Dr Stephanie Snape from Warwick University to the meeting. Dr Snape had been commissioned by the Overview and Scrutiny Management Committee to undertake a review of the operation of Overview and Scrutiny and this was her first formal visit to observe an Overview and Scrutiny Committee.

COS.148/04 FORWARD PLAN – ITEMS RELEVANT TO COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE

The Overview and Scrutiny Manager presented Report LDS.48/04 highlighting the Forward Plan (1 October 2004 to 31 January 2005) issues which fall within the remit of this Committee.

A Member referred to KD.036/04 – Contract with Carlisle Housing Association and enquired about the possibility that the new Chief Executive of the Housing Association would be present at the 18 November 2004 meeting when this is considered by this Committee.

Mr Mallinson responded that they would investigate this possibility but was not sure if the new Chief Executive would be able to attend.

RESOLVED – That the 1 October 2004 to 31 January 2005 Forward Plan issues within the ambit of this Committee be noted.

COS.149/04 RESPONSES FROM THE EXECUTIVE

The Committee considered the following Executive's response to matters raised originally by this Committee :

(a) EX.176/04 – Representatives on Outside Bodies.

The Executive on 17 August 2004 had considered the decisions on Representatives on Outside Bodies following the Community Overview and Scrutiny Committee's call-in of the matter. At that meeting, the Executive had made changes to the representatives on the Carlisle Citizens Advice Bureau Management Committee, the Carlisle Police Sub Division Community Liaison Committee and the Community Safety Forum.

A Member queried when these outside bodies would be notified of these revised appointments of representatives. The Committee Clerk undertook to check that the outside bodies had been advised.

A Member then suggested that, when considering appointments of representatives on outside bodies, it may be useful to have CV's for each Member setting out their relevant experience and attributes. Mr Mallinson advised that during consideration of the call-in, a skills audit had been discussed and it had been the view of the Portfolio Holders that Group Leaders were familiar with the skills and experience of their Members. However, if the Committee felt this would be worthwhile the matter could be referred to the Member Training Working Group to progress.

RESOLVED – (1) That the positive response and flexibility shown by the Executive in response to the call-in be welcomed.

(2) That the Committee Clerk check whether the Outside Bodies have been advised of these changes.

(3) That the Overview and Scrutiny Manager ask the Member Training Working Group, to consider the suggestion that Members should produce CV's of experience and attributes which would be of particular assistance when appointing Representatives to Outside Bodies.

(b) EX.179/04 – Rural Strategy – Review of Action Plans

The Executive on 13 September 2004 had considered matters raised by this Committee on the Rural Strategy Action Plan Review. The Executive had responded as follows :

“(1) That the outcome of the Rural Strategy Action Plan Review be noted and the suggested overall priorities agreed.

(2) That the comments of the Community Overview and Scrutiny Committee be noted.”

Members expressed concern that the Executive had not specifically dealt with the detailed comments made by this Committee. In particular, they referred to the concerns of this Committee over the amount of affordable housing in the rural area, and the Committee's suggestion that the Housing Enabling Officer post could be used to work on demonstrating housing needs in these areas. Members were concerned that the Executive had merely “noted” the comments of the Committee, but had not given responses to the individual matters raised by this Committee.

The Overview and Scrutiny Manager advised that this concern over the Executive “noting” references from Overview and Scrutiny Committees had also been raised at the Management Committee, and that the Acting Town Clerk and Chief Executive had undertaken to discuss the matter with the Leader.

Members referred to the nine overall priorities within the Rural Strategy as set out in the Executive Minutes, and suggested that these priorities could be ranked in order of priority either individually or in bands.

Although this Committee has not specifically requested prioritisation of these 9 priorities at the time, they had emphasised the importance of affordable rural housing and also youth provision and suggested that these should be the top priorities.

The Health and Community Activities Portfolio Holder stated that, whilst the Executive does sometimes note the comments of Overview & Scrutiny Committees, there are also instances when the Executive asks Overview & Scrutiny Committees to consider certain matters and they are simply “noted”.

RESOLVED – That the Executive be informed that the Committee is concerned that the specific points raised by this Committee were not addressed, particularly the work of the Housing Enabling Officer and it is also specifically suggested to the Executive that within the overall priorities in the Rural Strategy, Affordable Rural Housing and Youth Provision should be highlighted as the top two priorities.

(c) EX.180/04 - Formulation of Licensing Policy ,Licensing Act 2003

The Executive on 13 September 2004 had approved the content of a Draft Licensing Policy and forwarded the Draft Policy for consideration by this Committee on 18 November 2004.

RESOLVED – That the Committee will consider the draft Licensing Policy at its meeting on 18 November 2004.

(d) EX185/04 – Provisional Capital Out-turn and Capital Determinations 2003/04 and Revised Capital Programme 2004/05 – References to Housing Strategy.

The Executive on 13 September 2004 had considered references from this Committee and the Corporate Resources Overview & Scrutiny Committee highlighting concerns on the effect that right to buy sales might be having on Carlisle Housing Association’s ability to provide housing for homeless people and the implications for the City Council’s emerging Housing Strategy, given the City Council’s statutory duties relating to the homeless. The Executive had responded as follows:-

“ That the minute excerpts be noted and taken into account as part of the Housing Strategy consultation.”

Members again expressed disappointment with the Executive’s decision and the lack of specific responses to the matters raised by the Overview & Scrutiny Committees. They emphasised that the seriousness of the issues of the effect of right to buy sales and provisions for homeless people deserved better responses from the Executive.

RESOLVED – That the Executive be informed of the Committee’s concern over the lack of an adequate response to serious issues such as, the effect of

right to buy sales on the ability to provide housing for homeless people and the City Council's statutory duties relating to the homeless. The Committee feels that these issues deserve a more serious response than they got from the Executive.

(e) EX.186/04 – Proposed Transfer of Talkin Tarn from County Council to City Council

The Executive on 13 September 2004 had considered a reference from this Committee concerning the proposed transfer of Talkin Tarn from the County Council to the City Council. This Committee had made a number of specific comments on the proposed transfer. The Executive had responded as follows:-

“That the comments of the Overview & Scrutiny Committee be noted and that further input will be provided following their special meeting. “

The Overview & Scrutiny Manager advised that the report on Talkin Tarn would be considered at a special meeting of the Committee to be held on 26 October 2004.

In response to a Member's question about information being given to the press, but Members not having all the information, the Executive Director (J Gooding) advised that the press obtained the information from the public report which had been sent out to the Executive for consideration at their meeting on 11 October 2004. He advised that the report was public information and if any Members wanted to obtain a copy he could arrange this.

A Member referred to the minutes of the last meeting of this Committee (COS.130/04) and particularly the assurance which had been given that the reports to the Committee would contain a comprehensive and detailed Business Plan, which would enable Members to scrutinise the proposal in detail and which would provide full and detailed costs and revenue implications enabling the Council to make a fully-informed decision. He stated that Members were anxious to see this completed Business Plan and asked when this would be available in advance of the meeting on 26 October 2004.

The Head of Culture, Leisure & Sport responded that the report to the Special meeting of this Committee would be the one which would be considered by the Executive on 11 October 2004.

Dr Gooding added that the report would not contain a specific Business Plan, but that it would set out the Business Case, which would contain all the necessary information to enable decisions to be made on investments and income streams for Talkin Tarn. After decisions on the level of investments and potential income streams had been made by the Council, the Business Plan would be developed. Members expressed grave concerns that they had been assured that a comprehensive and detailed Business Plan would be available for them to scrutinise. They felt that a Business Plan should be

available in order for appropriate scrutiny to take place and decisions to be made by the Council.

Dr Gooding explained that in this organisation, a Business Plan is the plan to use committed budgets to achieve defined objectives.

He then assured Members that the report which would be submitted to this Committee would have all the costs and revenue implication information which the Committee would require to scrutinise the Business Case for various options. All the information would be available to the Committee for adequate scrutiny and for decisions to be made by the Council.

Mr Beveridge added that the income possibilities, level of expenditure and capital costs would be contained in the report and that a substantial amount of work had been put into the development of the report by various officers across the Authority.

RESOLVED – That this Committee clearly states that if it is not satisfied with the level and detail of information contained in the report to be submitted to this Committee on 26 October 2004, then it will not be able to carry out adequate scrutiny of the matter. The Committee emphasises the need for full and proper scrutiny of the whole issue.

(f) EX.187/04 – Diversity Policy – Race Equality Scheme – Update of Framework and Action Plan

The Executive on 13 September 2004 had considered a reference from this Committee making a number of specific comments on the draft Race Equality Scheme. The Executive had responded as follows:-

“That the comments of the Overview & Scrutiny Committee be noted.”

The Overview & Scrutiny Manager stated that the comments of this Committee should be reflected in future reports on the Race Equality Scheme and Diversity Policy and the Committee should have an opportunity to continue to influence the development of these policies.

A Member commented on the Committee’s suggestions in relation to the Citizenship Programme and he queried how this would influence the teaching of the Citizenship Programme by St Martin’s University.

The Chairman suggested that this matter should be scrutinised further when the next version of the Race Equality Scheme document is submitted to this Committee.

With reference to the Citizenship Programme, a Member expressed concern that, although the Local Democracy Week was due to be held during the week beginning 11 October, Members had not been made aware of the plans for Local Democracy Week and that year after year, Local Democracy Week was consistently badly publicised to Members of the City Council.

The Executive Director undertook to raise this concern with the Communications Section and ensure that Members were kept informed of and involved in Local Democracy Week.

RESOLVED – (1) The Committee looks forward to the opportunity to continue to influence the development of the Race Equality Scheme and the Diversity Policy through the submission of future reports to this Committee.

(2) That the issue of the teaching of the Citizenship Programme be scrutinised further by the Committee when it next considers the Race Equality Scheme.

(3) That the Executive Director raises with the Communications Section the Committee's concerns about the Members not being made aware of or involved in Local Democracy Week.

(g) East Cumbria Countryside Project

The Executive on 13 September 2004 had considered a report on East Cumbria Countryside Project and the comments of this Committee on that report. The Executive had responded as follows:-

“(1) That the Head of Culture, Leisure & Sport be requested to submit a report to a future meeting of the Executive outlining the options available for the future development of the ECCP.”

“(2) That the views of the Community Overview & Scrutiny Committee be noted.”

RESOLVED – That the Committee places on record its desire to see and comment on future reports on East Cumbria Countryside Project.

COS.150/04 SHEEPMOUNT PROJECT UPDATE – AUGUST 2004

The Head of Culture, Leisure & Sport presented report CLS.015/04 which was the third update report on the Sheepmount Project.

RESOLVED – That the Committee should move into the private part of the meeting for consideration of the Risk Register at the same time as the Sheepmount update report. As Dr Snape was being employed by the Council to undertake a review of Overview & Scrutiny, she should be permitted to remain in the meeting during consideration of this item.

COS.151/04 PUBLIC AND PRESS

RESOLVED - That in accordance with Section 100A(4) of the Local Government Act 1972, the Public and Press were excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information, as defined in the

Paragraph Number (as indicated in brackets against each Minute) of Part 1 of Schedule 12A of the 1972 Local Government Act.

COS.152/04 SHEEPMOUNT PROJECT UPDATE AND RISK REGISTER
(Public and press excluded by virtue of paragraph 8).

The Head of Culture, Leisure and Sport then gave an update on progress to date with the Sheepmount Project (CLS.015/04), highlighting:-

- (a) Actual progress to date against the project plan – this included an update on delays which had been incurred as a result of inclement weather over the past few weeks and amendments which the contractors had made to the work programme in order to undertake as much work as possible during the inclement weather. The laying of the track was particularly dependant on dry weather. This included work to make the new football changing rooms weathertight in order to start work on the heating and ventilation within that building. In response to Member's questions, Mr Beveridge advised that contractors often had to react to circumstances such as weather and adapt the programme as necessary in these circumstances.
- (b) The updated Risk Register which shows the changes in the risks identified prior to the commencement of the contract and where, if any, cost amendments have occurred within the budgets previously agreed and identified within the Register.

A Member referred to a reference in the Risk Register to advice from the Environment Agency that the equipment store be built at the finished floor level of the pavilion. Mr Beveridge outlined the practical difficulties of this suggestion and commented that the planners had advised him that the Council could state that this advice was not practical from a planning point of view and this advice would not have to be accepted. He differentiated between this and other advice from the Environment Agency, e.g, in relation to the run-off from the car park turning area and its possible effect on the watercourse. In this case, as there was a direct impact on the watercourse, the Council would have to, and should as a responsible body, take action.

A Member suggested that in future reports on the Risk Register there should be clarification on the advisory role of the Environment Agency. Mr Beveridge undertook to pursue this matter with the officers in the Planning Unit and include details in future reports on the Risk Register.

- (c) Health and Safety – Mr Beveridge provided an update on the actions which had been taken in relation to the health and safety concerns over car parking when football matches are being played.
- (d) The name of the Sheepmount – Members were asked to give their opinions on the naming options for the Sheepmount which included:

- (i) Naming the pavilion or the track after a single person, although athletic tracks normally take the name of the stadium rather than having a separate name.
- (ii) Name the whole development after a single person
- (iii) Retain the working title of the Sheepmount Pavilion and have a hall of fame celebrating the achievements of a number of local sports people.

Members commented that it would be preferable to continue with the name “Sheepmount”, which had a historical context in Carlisle. The achievements of a number of local sports people should be honoured and celebrated in a hall of fame and this would also provide the opportunity for the honouring of future sports people from the City.

The Portfolio Holder welcomed the comments of the Committee in relation to the naming of the Sheepmount.

In scrutinising the reports, the Members also raised the following additional issues:

- Clarification was sought on a number of minor amendments to the design. Mr Beveridge responded that these related mainly to the extension of security fencing and protective coving on the long jump pit.
- A Member queried the detailed costings for each item in relation to the Disability Discrimination Act requirements. Mr Beveridge responded that he would receive the detailed costing of items at the next site meeting to be held on 11 October 2004. These could be reported to the next meeting of the Committee.
- In response to Member’s questions about percentages planned and percentages complete and start and completion target dates, Mr Beveridge provided further clarification on specific areas and commented that start and completion dates within his report were as set out in the full work programme by Kiers. The contractor did have to change the programme according to circumstances such as the weather. Members suggested that in the future reports notes should be put against start and completion dates where these had been amended due to a variety of circumstances.
- Members requested a site visit to the Sheepmount project in advance of the next meeting of the Committee on 15 November 2004.

RESOLVED – (1) That the Sheepmount project update, including the updated Risk Register be noted.

(2) That within the future Risk Register reports, the Head of Culture, Leisure & Sport, after discussion with the Planning Services Unit, provide clarification of the various pieces of advice from the Environment Agency and their implications for the Council.

(3) That in the future monitoring reports notes are placed against start and completion dates where these differ from the original programme due to a variety of circumstances.

(4) That in relation to the naming of the Sheepmount, the Committee would wish to see the title Sheepmount retained, with a Hall of Fame celebrating the achievements of a number of local sports people.

(5) That the Head of Culture, Leisure & Sport in conjunction with the Chairman arrange a site visit by the Committee to the Sheepmount in advance of the next meeting of the Committee on 15 November 2004.

COS.153/04 DRAFT JOINT PROTOCOL FOR RESPONDING TO UNAUTHORISED GYPSY AND TRAVELLER ENCAMPMENTS

The Environmental Quality Manager presented report EPS.51/04 containing a joint Draft Protocol for responding to Unauthorised Gypsy and Traveller Encampments.

Mr Ingham explained that “unauthorised encampments” involved people living in caravans, vans or tents in a place where they didn’t have permission. This would include private or public land or highways where people are living without the owner’s permission and without planning permission.

Cumbria Constabulary had started an initiative where representatives of the Police, District Councils and the County Councils, together with several support agencies, were brought together to agree a cross-cutting joint protocol intended to give clear guidance on the procedures which will be followed when dealing with the unauthorised encampments of Gypsies and Travellers in Cumbria. The joint agency approach was developed to ensure a co-ordinated approach and also to ensure compliance with race relations and human rights legislation and to build on best practice.

The protocol is essentially a good practice guidance for officers of the agencies to follow to maximise co-ordination of response between agencies to help ensure an efficient and uniform approach throughout the county.

Members were invited to comment on the draft protocol and refer comments to the Executive on 8th November 2004.

In considering the Draft Protocol, Members commented on and raised the following issues:

- (a) A Member queried whether the draft protocol should refer to instances when gypsies or travellers purchase land for the purpose of placing caravans and allowing people to stay. Mr Ingham explained that the issue of pieces of land which had been purchased for these purposes and were being used without planning consent was one which was currently being looked at by the Office of the Deputy Prime Minister. This had not been referred to within the Protocol as it was more about how to use existing legislation and did not look specifically at new regulations.
- (b) The box entitled 'document control' on page 4 of the Draft Protocol was confusing and should be omitted.
- (c) In response to a Member's question about the notification of an unauthorised encampment by the Police to the District and/or the County Councils, Mr Ingham advised that in relation to Carlisle both Councils would be involved. The City Council would send an officer out with a police officer to undertake a visit. The County would not duplicate this role, but they would exchange information with the Police and the City Council as they have specific responsibilities in relation to education and welfare. Close co-ordination and exchange of information would take place.
- (d) In response to Members' questions about the action that landowners can take if gypsies or travellers camp on their land, Mr Ingham provided a detailed response commenting that whether landowners were public sector local authorities or private individuals, the actions and responsibilities they have are generally the same in respect of the use of Civil Proceedings to regain possession of the land.
- (e) Page 9, Section 1 – Introduction, on the last bullet point "Gypsies and travellers who are offenders will be treated in the same manner as anyone else who challenges the rule of law" should be amended by the deletion of the words "who challenges the rule of law". Members felt that this was quite misleading, as challenging the rule of law did not necessarily mean offending and they suggested that these words should be removed.

RESOLVED – (1) That the Committee generally welcomes the Draft Protocol and highlights the importance of having a Protocol in place.

(2) That the comments of the Committee as outlined above and the following specific suggestions in relation to the Protocol be referred to the Executive:

- (a) Page 4, box headed 'Document Control' – this should be removed from the Draft Protocol.
- (b) Page 9, paragraph 1 – Introduction – Last bullet point - the words "who challenges the rule of law" should be removed from the Draft Protocol.

COS.154/04 EVENING AND NIGHT TIME ECONOMY TASK GROUP MINUTES

The minutes of the Evening and Night Time Economy Task Group held on 14 September 2004 were submitted.

The Chairman of the Task Group advised that the meeting had considered the draft Licencing Policy and she stated that the Licencing Policy Working Group would take on board the comments of the Task Group at its meeting on Monday 11 October. The next session of the Task Group would be held on 13 October 2004 when evidence would be taken from a number of witnesses.

The Committee clerk advised that Councillor Crookdake had requested that her declaration of interest be amended to state that it was in respect of “a family member owning a building in which there is a takeaway”.

RESOLVED – That the minutes of the Evening and Night Time Economy Task Group on 14 September 2004 be noted.

(The meeting ended at 12 noon)