

Licensing Committee (Regulatory)



Please contact: Democratic Services

Please email: democraticservices@north-norfolk.gov.uk

Please direct dial on: 01263 516108

Date Not Specified

A meeting of the **Licensing Committee (Regulatory)** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 22 October 2025** at **10.00 am**.

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to notify the committee clerk 24 hours in advance of the meeting and arrive at least 15 minutes before the start of the meeting. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516108, Email: democraticservices@north-norfolk.gov.uk

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so must inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Please note that Committee members will be given priority to speak during the debate of agenda items

Emma Denny
Democratic Services Manager

To: Cllr P Fisher, Cllr D Birch, Cllr M Batey, Cllr K Bayes, Cllr J Boyle, Cllr A Brown, Cllr T FitzPatrick, Cllr N Housden, Cllr E Tooke, Cllr P Porter, Cllr L Withington, Cllr K Leith, Cllr C Ringer, Cllr C Rouse and Cllr M Taylor

All other Members of the Council for information.

Members of the Management Team, appropriate Officers, Press and Public



**If you have any special requirements in order
to attend this meeting, please let us know in advance**

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

Corporate Directors: Nick Baker and Steve Blatch

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A G E N D A

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. PUBLIC QUESTIONS AND STATEMENTS

3. MINUTES

(Pages 1
- 10)

To approve as a correct record the Minutes of the Licensing Committee (Regulatory) 9th July 2025 and the Sub-Committee (Regulatory) of 14th July 2025 and 24th September 2025.

4. DECLARATIONS OF INTEREST

(Pages
11 - 12)

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest. Members are requested to refer to the attached guidance and flowchart.

5. ITEMS OF URGENT BUSINESS

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972.

6. STREET TRADING POLICY 2025-2028

(Pages
13 -
52)

STREET TRADING POLICY 2025 - 2028	
Executive Summary	A full review of the Street Trading Policy has been undertaken to bring the policy up to date and to ensure public safety and support local economic growth. Following consultation, the revised policy introduces clearer enforcement powers, and a more accessible format.
Options considered	Do nothing. Complaints have been raised in relation to a lack of street trading designation and suggestions have been put forward which would be ignored and are currently impacting on fair competition and the success of local business in some areas. Add a single street designation for areas with problems. This would be a missed opportunity to review all designations and consult widely on changes recommended as good practice.
Consultation(s)	Full public consultation
Recommendations	That the Licensing and Appeals Committee: 1. Approves the revised Street Trading Policy 2025. 2. Recommends its adoption by Full Council.

	3. Authorises officers to implement the policy and update the Council's website, procedures and application materials accordingly.
Reasons for recommendations	Policy modernisation and clarity Support for local economic growth Public safety and amenity Consistency and fairness in decision making Positive stakeholder engagement Alignment with strategic objectives
Background papers	Institute of Licensing Street trading training 2025 Cornwall Council Street Trading Policy East Suffolk Street Trading Policy Breckland Council Street Trading guidance and conditions Local Government Provisions Act 1982

Wards affected	All
Cabinet member(s)	Councillor Callum Ringer
Contact Officer	Elisa Pendered

Links to key documents:	
Corporate Plan:	An environment for business to thrive in.
Medium Term Financial Strategy (MTFS)	
Council Policies & Strategies	

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	Yes and full public consultation applies
Details of any previous decision(s) on this matter	2016 a review of street trading was considered and found to be unnecessary at the time. The last street trading policy issued by North Norfolk District Council was in 1989.

7. LICENSING FEES AND CHARGES 2026-2027

(Pages
53 -
72)

LICENSING FEES AND CHARGES 2026 - 2027	
Executive Summary	A comprehensive review of licensing fees and charges for 2026–27 has been undertaken to ensure compliance with

	statutory cost-recovery requirements. The proposed changes aim to ensure fairness, transparency, and alignment with legal duties, with implementation delegated to officers from 1 April 2026.
Options considered	Postpone review to a later date. Postponement would be out of line with legislation. The Council is required to charge on a cost recovery basis. To ensure accuracy, a regular cost analysis is required. Percentage uplift. This approach does not take account of fluctuating costs and demand on each licence type.
Consultation(s)	Licensing fees and charges are set by Government or cost recovery; therefore, full consultation is not required. The Licensing Committee is a public meeting. Papers are publicly available online in advance of the meeting. Members of the public can attend the meeting. Fees will be published for at least 4 weeks before being introduced.
Recommendations	That the Licensing and Appeals Committee: 1. Acknowledges the scrap metal fees, licensed vehicle and private hire operator fees to be approved by Cabinet. 2. Agrees the revised Mobile Home Fees Policy 3. Agrees the 2026-27 fees and charges, excluding those mentioned in recommendation 1. 4. Recommends approval by Full Council. 5. Delegate authority to officers to implement the revised fees from 1 April 2026.
Reasons for recommendations	Consistency and fairness in decision making Alignment with statutory obligations Cost recovery
Background papers	Institute of Licensing Street fees and charges training 2025 Local Government Miscellaneous Provisions Act 1982 Licensing Act 2003 Public Health Act 1936 Licensing Activities Involving Animals (England) Regulations 2018 Town Police Clauses Act 1847 Local Government Miscellaneous Provisions Act 1976 Breckland District Council fees and charges Great Yarmouth District Council fees and charges Norwich City Council fees and charges East Lindsey District Council Mobile Home Fees Policy South Norfolk and Broadland fees and charges

Wards affected	All
Cabinet member(s)	Councillor Callum Ringer
Contact Officer	Environmental and Leisure Business Support Manager

Links to key documents:

Corporate Plan:	An environment for business to thrive in.
Medium Term Financial Strategy (MTFS)	The licensing fees and charges contribute to the overall budget-setting. Licensing fees are ringfenced to be reinvested in the licensing service.
Council Policies & Strategies	Mobile Home Fees Policy

Corporate Governance:	
Is this a key decision	Yes
Has the public interest test been applied	
Details of any previous decision(s) on this matter	Licensing fees and charges form part of the budget proposals set before Full Council each year.

8. EXCLUSION OF THE PRESS AND PUBLIC

To pass the following resolution, if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph _ of Part I of Schedule 12A (as amended) to the Act.”

9. TO CONSIDER ANY EXEMPT MATTERS ARISING FROM THE PUBLIC BUSINESS OF THE AGENDA