

6 June 2024

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| Committee | Licensing Sub-Committee (Street Trading and Hackney Carriage and Private Hire Vehicles, Drivers and Operators) |
| Date | Tuesday, 18 June 2024 |
| Time of Meeting | 3:00 pm |
| Venue | Tewkesbury Borough Council Offices, Severn |

ALL MEMBERS OF THE SUB-COMMITTEE ARE REQUESTED TO ATTEND

Agenda

1. ELECTION OF CHAIR

To elect a Chair for the ensuing meeting.

2. ANNOUNCEMENTS

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the visitors' car park at the front of the building and await further instructions (during office hours staff should proceed to their usual assembly point; outside of office hours proceed to the visitors' car park). Please do not re-enter the building unless instructed to do so.

In the event of a fire any person with a disability should be assisted in leaving the building.

3. DECLARATIONS OF INTEREST

Pursuant to the adoption by the Council on 24 January 2023 of the Tewkesbury Borough Council Code of Conduct, effective from 1 February 2023, as set out in Minute No. CL.72, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.

4. **APPLICATION FOR A STREET TRADING CONSENT - TIGERS KEBAB, CHELTENHAM RUGBY CLUB, NEWLANDS PARK, SOUTHAM LANE, CHELTENHAM, GL52 3PE** 3 - 26

To determine the street trading consent application.

COUNCILLORS CONSTITUTING SUB-COMMITTEE

Councillors: G M Porter, M G Sztymiak and R J E Vines

Reserve: H Sundarajoo,

Substitution Arrangements

The Council has a substitution procedure and, in respect of this Sub-Committee, should a Councillor be unable to attend the meeting, a substitute will be selected from the parent Licensing Committee.

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, please be aware that the proceedings of this meeting may be recorded and this may include recording of persons seated in the public gallery or speaking at the meeting. Please notify the Democratic Services Officer if you have any objections to this practice and the Chair will take reasonable steps to ensure that any request not to be recorded is complied with.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the public and press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.

TEWKESBURY BOROUGH COUNCIL

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| Report to: | Licensing Sub-Committee (Street Trading and Hackney Carriage and Private Hire Vehicles, Drivers and Operators) |
| Date of Meeting: | 18 June 2024 |
| Subject: | Application for a Street Trading Consent |
| Report of: | Licensing Team Leader |
| Head of Service/Director: | Director: Communities |
| Lead Member: | Lead Member for Environmental Services |
| Number of Appendices: | 8 |

Executive Summary:

Mr Huseyin Kasap has applied for a Street Trading Consent for a kebab van known as 'Tigers Kebab' to be located at Cheltenham Rugby Club, Newlands Park, Southam Lane, Cheltenham, GL52 3PE.

The application has received objections from local Ward Members and the Parish Council.

Recommendation:

To DETERMINE whether or not to grant the street trading consent to Mr Kasap in respect of the application and the objections received.

Financial Implications:

None.

Legal Implications:

There is no right to appeal against a decision to grant or refuse a street trading consent. Full reasons will need to be given should Members resolve to refuse the application.

Environmental and Sustainability Implications:

The Standard Conditions that are attached to a Street Trading Consent when granted specify requirements regarding waste.

Resource Implications (including impact on equalities):

The Licensing Officer must notify the applicant of the Licensing Sub-Committee's decision.

Safeguarding Implications:

The applicant is subject to a PNC (Police National Computer) search.

Impact on the Customer:

None.

1.0 INTRODUCTION

1.1 The Local Government (Miscellaneous Provisions) Act 1982 (Schedule 4) provides the legal framework for the control of street trading in England and Wales. This activity is defined as 'the sale and exposing or offering for sale any article, including a living thing, in a street.'

1.2 The main purpose of this legislation is to establish an appropriate regulatory regime which prevents undue nuisance, interference or inconvenience to the public brought about by street trading. This legislation provides local authorities with the power to designate specific areas within their administrative boundaries as either:

- Prohibited Streets: those which are not open to street traders
- Consent Streets: where street trading is prohibited without local authority consent
- Licence Streets: where trading is prohibited without a local authority licence

2.0 APPLICATION

2.1 On 16 April 2024, Mr Huseyin Kasap applied for a Street Trading Consent for the following:

Business Name: Tigers Kebab

Location: Cheltenham Rugby Club, Newlands Park, Southam Lane, Cheltenham, GL52 3PE

Types of goods: Hot food and cold food/drinks

Days: Monday to Sunday

Hours: 1600 – 2300 hours

2.2 A copy of the application form is attached at **Appendix A**.

2.3 A location plan is attached at **Appendix B**.

2.4 A photograph of the proposed trailer is attached at **Appendix C**.

2.5 There are no other Street Trading Consents issued for this location.

2.6 The applicant has landowner consent.

3.0 CONSULTATION

3.1 The application has been subject the 28 day consultation as specified in [Tewkesbury Borough Council's Street Trading Licensing Policy](#).

3.2 Consultees include:

- Gloucestershire Police
- Gloucestershire Highways
- Tewkesbury Borough Council's Environmental Protection team
- Tewkesbury Borough Council's Food Safety team
- Tewkesbury Borough Council's Planning team
- Relevant Town / Parish Council(s)
- Borough Councillor(s) for the relevant Ward(s)

3.3 Additionally, the application must be advertised locally by way of a notice being displayed at the proposed location for at least 14 days to give residents and businesses the opportunity to comment.

3.4 Objections were received from both Ward Councillors and Southam Parish Council. Copies are attached at **Appendix D**.

3.5 The agent acting for the applicant was asked for comments to alleviate concerns raised by the objectors. He confirmed that waste bins would be provided, and that the area would be cleared of rubbish every day. A letter was also submitted from Cheltenham Rugby Club in support of the application. A copy of this is attached at **Appendix E**.

3.6 The objectors did not withdraw their concerns and further correspondence is attached at **Appendix F**.

4.0 OTHER INFORMATION

4.1 If the consent is granted, it would be subject to the Standard Conditions, which include waste arrangements. A copy is attached at **Appendix G**.

4.2 A Street Trading Consent can be issued for a maximum of a 12-month duration.

4.3 A procedure for the meeting is attached at **Appendix H**.

5.0 OPTIONS FOR THE LICENSING SUB COMMITTEE

5.1 The Sub-Committee may:

- (a) grant consent to the applicant as applied for;
- (b) grant consent to the applicant subject to modifications to any of the following matters:
 - (i) the days on which trading can take place;
 - (ii) the times during which trading can take place;
 - (iii) the location(s) where trading can take place;
 - (iv) the articles that can be traded;
 - (v) the conditions attached to the Consent;
 - (vi) the duration of the Consent; or
- (c) refuse to grant Consent.

6.0 ASSOCIATED RISKS

6.1 None.

7.0 MONITORING

7.1 None.

8.0 RELEVANT COUNCIL PLAN PRIORITIES/COUNCIL POLICIES/STRATEGIES

8.1 [Tewkesbury Borough Council's Street Trading Licensing Policy 2024](#).

Background Papers: Local Government (Miscellaneous Provisions) Act 1982

Tewkesbury Borough Council Street Trading Policy 2024

Contact Officer: Licensing Team Leader 01684 272143
michelle.bignell@tewkesbury.gov.uk

Appendices:

- Appendix A: Application form
- Appendix B: Location Plan
- Appendix C: Photograph of trailer
- Appendix D: Copy of objections
- Appendix E: Copy of supporting letter from Cheltenham Rugby Club
- Appendix F: Objectors response to agent
- Appendix G: Standard Conditions
- Appendix H: Procedure

**APPLICATION FOR STREET TRADING CONSENT - LOCAL GOVERNMENT
(MISCELLANEOUS PROVISIONS) ACT 1982 SCHEDULE 4**

Appendix A



Application for a licence to trade at a specified location(s). Please complete all questions on the form. If you have nothing to record, please state 'not applicable' or 'none'. If you are completing this form by hand, please write legibly in block capitals.

Type of Application

Static trader Mobile trader

Grant

Renewal

12 Month Consent

6 Month Consent

Other period (please specify)

Are you seeking to trade at different locations on a rota system? Yes No

Part 1 – Personal details (licence is held in the name of an individual and cannot be held in a company name)

1. Full name of applicant (must be individual) **HUSEYIN KASAP**

2. Home address (including postcode)
[REDACTED]

3. Date of birth [REDACTED]

4. Email address [REDACTED]

5. Telephone number [REDACTED]

6. Trading name of business (if any)

Part 2 – Details of activity

7. Days you wish to trade

| | | | | | | | |
|--------|-------------------------------------|----------|-------------------------------------|-----------|-------------------------------------|----------|-------------------------------------|
| Monday | <input checked="" type="checkbox"/> | Tuesday | <input checked="" type="checkbox"/> | Wednesday | <input checked="" type="checkbox"/> | Thursday | <input checked="" type="checkbox"/> |
| Friday | <input checked="" type="checkbox"/> | Saturday | <input checked="" type="checkbox"/> | Sunday | <input checked="" type="checkbox"/> | | |

8. Where do you wish to trade? (Give street name and exact location(s) and provide a plan(s))
**CHELTENHAM RUGBY CLUB, NEWLANDS PARK, SOUTHAM LANE,
CHELTENHAM, GL52 3PE**

9. Please give times you wish to trade - if you are applying to trade on a rota of locations, please give the times and dates at the different locations.

16:00 - 23:00.

10. If trading on private land do you have written authority from the Landowner / Tenant Yes No
Provide contact details including a contact telephone number

LETTER ATTACHED

11. Describe the structure from which you intend to sell goods or services (e.g. stall, vehicle, stand etc.)

TRAILER

and give approximate size

Length 16 FT Width 7 FT Height

12. Articles, goods, or services in which you wish to trade

- | | | | | | |
|----------------------|--------------------------|-------------------------|--------------------------|--------------------------------|-------------------------------------|
| Clothing | <input type="checkbox"/> | Flowers | <input type="checkbox"/> | Fruit & Vegetables | <input type="checkbox"/> |
| Pre-packed Groceries | <input type="checkbox"/> | Household Goods | <input type="checkbox"/> | Toiletries & Cosmetics | <input type="checkbox"/> |
| Kitchen / Dining | <input type="checkbox"/> | Soft Furnishings | <input type="checkbox"/> | Electrical & Audio/Visual | <input type="checkbox"/> |
| Travel Accessories | <input type="checkbox"/> | Jewellery & Accessories | <input type="checkbox"/> | Stationary | <input type="checkbox"/> |
| Toys | <input type="checkbox"/> | Tools, DIY & Gardening | <input type="checkbox"/> | Furniture | <input type="checkbox"/> |
| Sports Equipment | <input type="checkbox"/> | Pet Supplies | <input type="checkbox"/> | Arts & Crafts | <input type="checkbox"/> |
| Textiles | <input type="checkbox"/> | Miscellaneous | <input type="checkbox"/> | Hot & Cold Food (ready to eat) | <input checked="" type="checkbox"/> |

Other (please specify) :

Part 3 – Details of assistant(s) (use additional sheets as required)

16. Full name of assistant (nominated to assist you)

17. Home address (including postcode)

18. Full name of assistant (nominated to assist you)

19. Home address (including postcode)

Part 4 – Details for food traders**20. Sale of Food Only**

(a) Name and contact telephone number of the Local Authority where the business is registered

(b) Give details of Food Hygiene training for you and any staff (e.g. Foundation in Food Hygiene Certificate)

Name: Qualification: Date:

Name: Qualification: Date:

(c) State the type of food(s) which will be sold

KEBABS, BURGERS, CHICKEN, SALAD, HOT & COLD DRINKS

(e) Is there a documented hazard analysis system, such as Safer Food Better Business (SFBB) for your food operation? Yes No

(f) Please state what hand washing equipment you will use, e.g. sole use portable WHB/shared use WHB

SOLE USE HANDWASH

(g) Please state what equipment washing facilities you will use, e.g. single sink/double sink

DOUBLE SINK

Part 5– Further details21. Have you traded in this borough before? Yes No

If yes give details

22. Do you hold a street trading licence in this or any other borough? Yes No

If yes give details

Part 6 – relevant offences**23. Have you been convicted of any offence involving:-**

Dishonesty, theft, or fraud Yes No

Violence Yes No

Indecency Yes No

24. Have you been convicted of any offence involving non-compliance with requirements relating to:-

Public Health Yes No

Health & Safety at Work Yes No

Food and Food Hygiene Yes No

Trading Standards Yes No

Fair Trading Yes No

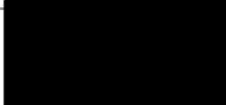
Part 7 – Important Notes**The following MUST be submitted with your application**

- a) The appropriate fee.
- b) Two full face passport sized photographs of the applicant and any assistants
- c) Scaled plan which shows the location that you wish to trade from and photograph of the stall/trailer
- d) Evidence of Public Liability Insurance cover to the minimum value of £2,000,000 for the pitch
- e) Proof of right to work in the UK for the applicant and any assistants

Part 8- Signature

The form must be signed by the applicant.

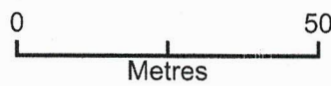
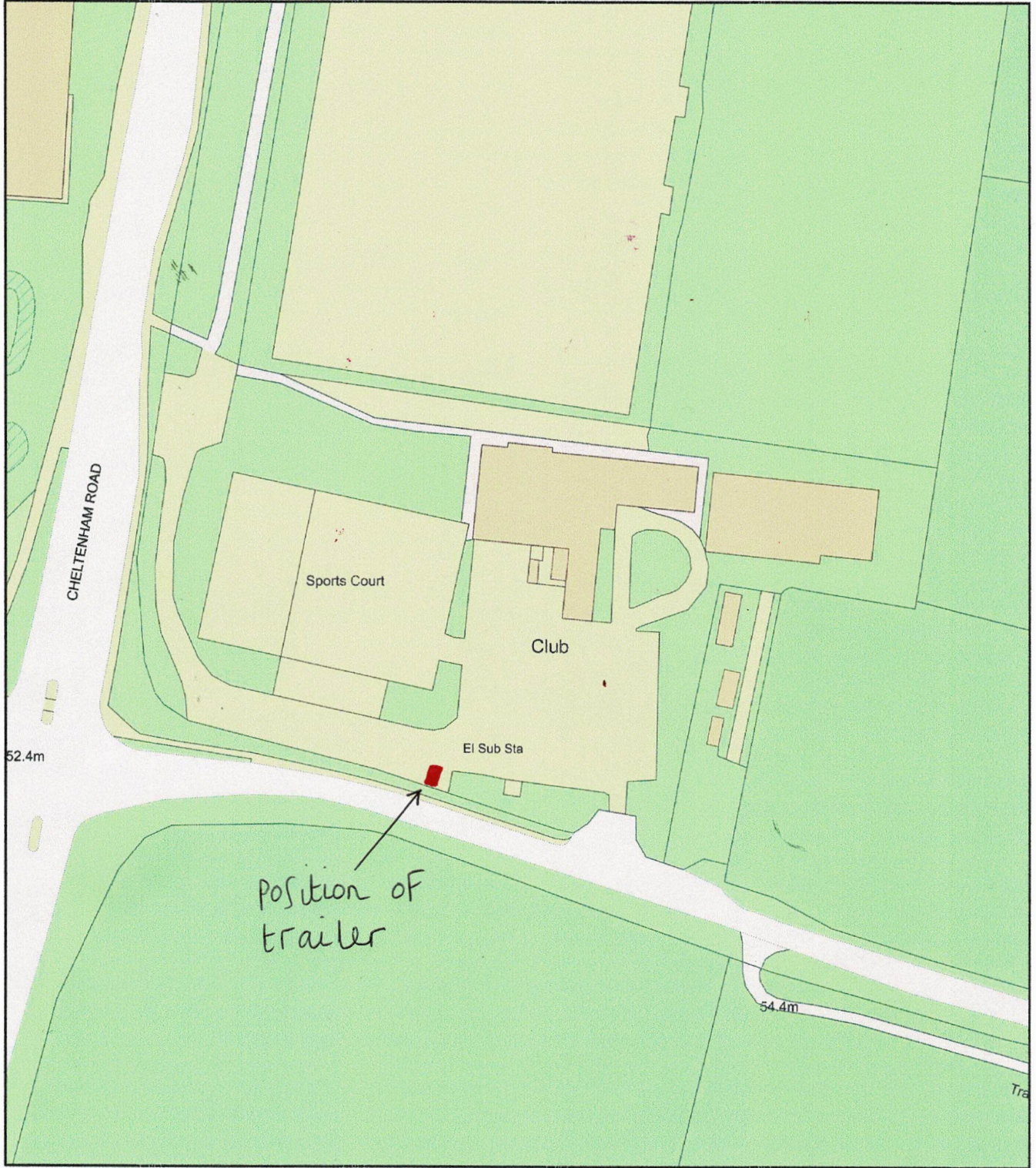
I wish to apply for a street trading licence and confirm that the information given by me on this form is correct. I realise that giving false information could lead to prosecution and the loss of any licence granted.

Signature: 

Print Name: HUSEYIN KASAP

Date: 11/04/24

Cheltenham Rugby Club, Newlands Park



Plan Produced for: Home Plan Design Services

Date Produced: 05 Apr 2024

Plan Reference Number: TQRQM24096110726959

Scale: 1:1250 @ A4



Objections

Southam Parish Council

We object to this application.

The Rugby Club has its own catering facilities on site and when there are events on the field they can bring in temporary refreshment facilities onto the field. Therefore it is not necessary to have further fast food facilities on the carpark with more permanence which will attract other anti-social night-time activity, litter and smell. There is already a problem with unauthorised development on the carpark which keeps re-occurring in various forms.

Councillor Cheryl Agg

Thank you for the email outlining Southam Parish Council's concerns and objections to this application which I wholeheartedly concur.

Councillor Nigel Adcock

I haven't seen the email sent to Cheryl. However as the other Cleeve Hill Ward council I agree with SPC and Cheryl.



Huseyin Kasap
c/o Cheltenham Tigers
Southam Lane
Bishops Cleeve
Cheltenham
GL52 3PE

15th May 2024

Dear Sir

Re: Catering Provision at Newlands Park

With reference to the above and recent discussions regarding extended catering provision, we are delighted you have responded to our requests and are able to assist us.

Basically, the Club has a kitchen that provides basic food and meals for all our players and visitors. Plus some event catering

However since the addition of our AGP (Artificial Grass Pitch) we now have in excess of over 3500 sports visitors per week, most not club members and a significant number ordering takeout food to be delivered outside our normal club house hours. Causing traffic issue's, waste and rubbish in our car parks and perimeter

Our need to rationalise this with additional catering to work alongside the AGP opening hours has become a priority

We confirm our agreement that we will provide the following-

1. You will use our waste bins (provided by Grundon Waste Management for all waste
2. You will provide staff to ensure waste is cleared hourly especially during busy time.

CHELTENHAM RUGBY CLUB LTD.
NEWLANDS PARK, SOUTHAM LANE,
CHELTENHAM GL52 3PE

T 01242 672752
E CLUBHOUSE@CHELTENHAMTIGERS.COM
W CHELTENHAMTIGERS.COM





3. We will use your facility for one off events rather than sourcing individual catering vendors at busy events.
4. You will provide catering provision to suit the AGP opening times.

Your facility will be state of the art, provide high quality catering provision for sports users and visitors and will be available when the AGP is open for business.

We confirm as part of our agreement a monthly performance review will be undertaken to ensure full compliance with the clubs policies and requirements

If you require anything further, please do not hesitate to contact the undersigned

Yours faithfully



Stephen Ratcliffe
Club Chairman
Cheltenham Tigers Rugby Club



Response from Objectors

Southam Parish Council

The attachment to your email confirms our view that there is currently litter and additional vehicle visits to the site in connection with take-out food. It appears the venue is well covered with inhouse catering and adhoc event catering therefore we fail to see the need for a permanent evening food stand in the carpark which will attract additional unwanted activity. The Tigers point to an increased use of an artificial pitch as the excuse for a food van. The site is predominantly for sport and not an entertainment centre therefore we believe Tigers should concentrate on their core offer and not try to pander to the demand for unhealthy quick food which can be found off-site in Bishops Cleeve centre. Unfortunately people drive away from the site with their take out food boxes which then end up in the verges and surface when we cut the grass.

The suggestion that the food vendor is going to monitor litter onsite does not help the rest of the village.

Councillor Cheryl Agg

Thank you for the opportunity to submit a comment.

I write in support of Southam Parish Councils objection to a street trading license on the car park of Cheltenham Rugby Club at Newlands, Southam.

Increased Litter and Waste:

As the consumption of takeaway food is not confined to the site.

- *There are concerns the operator will not take responsibility for clearing the litter beyond the site, such as packaging, cups, and napkins discarded along the highway away from around the site.*

Traffic Congestion and Public Safety:

- *The presence of a fast-food vendor may lead to increased congestion in the car park, particularly during peak times. This could create a safety hazard for pedestrians and motorists navigating the car park.*

Health Concerns:

- *Fast food is generally high in calories, unhealthy fats, salt, and sugar. With easy access to fast food, there's a concern that it could contribute to unhealthy dietary habits among patrons, especially children attending the matches.*

Unfair Competition for Established Businesses:

- *Issuing a license to a new fast-food vendor may unfairly compete with existing restaurants and takeaways in the area. This could have a negative impact on their livelihoods, especially if the new vendor benefits from a high volume of traffic at the rugby club.*

Noise and Odour:

- *Depending on the type of fast food offered, there could be concerns about noise and unpleasant odours emanating from the vendor's operation. This could be disruptive to nearby residents and businesses.*

Planning Considerations:

- *It's important to consider the local authority's planning guidelines for the area. The presence of a fast-food vendor might not be compatible with the intended use of the*

car park which has become a visually congested area at the junction of a busy crossroads.

Alternatives:

- *If the aim is to provide food options only for rugby patrons, why not explore the possibility of partnering with the existing onsite catering services/restaurant for delivery services to the car park. This could avoid the issues associated with a dedicated fast-food vendor.*

Councillor Nigel Adcock

I mostly agree with Southam PC regarding the on site fast food outlet at Newlands sports centre. And so object to the application.

Increased Litter and Waste:

As the consumption of takeaway food is not confined to the site.

- *There are concerns the operator will not take responsibility for clearing the litter beyond the site, such as packaging, cups, and napkins discarded along the highway away from around the site.*
- *I have had to report litter on adjacent verges in the recent past.*

Traffic Congestion and Public Safety:

- *The presence of a fast-food vendor may lead to increased congestion in the car park, particularly during peak times. This could create a safety hazard for pedestrians and motorists navigating the car park.*
- *This area is already subject to traffic from the nearby weekly car boot sale. Although not a licensing consideration. This is not a quiet corner.*

Health Concerns:

- *Fast food is generally high in calories, unhealthy fats, salt, and sugar. With easy access to fast food, there's a concern that it could contribute to unhealthy dietary habits among patrons, especially children attending the matches.*

Unfair Competition for Established Businesses:

- *Issuing a license to a new fast-food vendor may unfairly compete with existing restaurants and takeaways in the area. This could have a negative impact on their livelihoods, especially if the new vendor benefits from a high volume of traffic at the rugby club.*

Noise and Odour:

- *Depending on the type of fast food offered, there could be concerns about noise and unpleasant odours emanating from the vendor's operation. This could be disruptive to nearby residents and businesses.*

STREET TRADING CONSENT STANDARD CONDITIONS
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

Street Trading Consents are issued by this Council subject to the following Standard Conditions, in so far as they do not conflict with, or are amended by, any special conditions imposed on the grant of a Consent:-

- The Consent shall be valid for the period specified in the Consent, but this period shall not exceed 12 months.
- The Consent may be revoked by the Council at any time.
- A Consent shall be required for each trading unit (e.g. each vehicle or stall).
- A Consent shall not be assigned or transferred.
- Street trading must only be carried on by the Consent Holder or by a person engaged by the Consent Holder to assist in their trading.
- The Consent Holder must provide the name, address and date of birth of any person assisting them with their trading on a regular basis.
- Consent Holders, and any person assisting them on a regular basis, shall at all times, clearly and visibly display a valid identification badge. The badge is to be issued by the Council.
- The Council may vary or make additions to the Conditions or a Consent at any time.
- The Consent shall be limited to the days of the week, and between the hours each day, as stated on the Consent.
- The Consent Holder and/or his assistants shall only sell, or offer for sale, those goods specified in the Consent granted to the Consent Holder.
- The Consent Holder, and/or his assistants, shall only trade at the location(s) specified in the Consent.
- The Consent Holder, and/or his assistants, must not cause an obstruction of any street or endanger any person using it.
- The Consent Holder, and/or his assistants, must not cause nuisance (whether from noise, smell, litter or light) or annoyance by reason of the street trading activity, whether to persons using or living in the street or otherwise. In particular, but without prejudice to the generality of the foregoing, the Consent Holder shall ensure that his customers or patrons conduct themselves in an orderly manner.
- Where a trader trades from a fixed location, at least one refuse container must be provided for use by customers.

- When leaving a site the trader shall ensure that the locations in the immediate vicinity of where he has been trading are clear of refuse and waste arising from the trading.
- Traders must arrange the removal and disposal of waste arising from their trading in a lawful manner.
- No waste matter shall be discharged onto a street or be allowed to enter a highway drain.
- The use and storage of liquefied petroleum gas shall comply with all current, relevant legislation and Codes of Practice.
- No television, radio, tape player or other device used for the entertainment of the Operator, shall be audible outside, or beyond, the trading unit.
- All signs advertising the business must be no more than 50 metres from the trading unit.
- Any trader that is sited on a footpath, or an area that is used by pedestrians, will ensure that the site can be fully accessed and navigated at all times. The trader will take into account Section 3.1 of the Inclusive Mobility Guidance.

NOTE: The requirements as to signs advertising the business do not imply the right to display such signs which may require a necessary planning permission.

- At the end of each trading period the trader shall remove any signs advertising the business, with the exception of those attached to the vehicle or stall used for the purposes of the Street Trading Consent.
- No television, radio, tape player or other device used for the reproduction or amplification of sound during trading shall be at a level which causes nuisance or annoyance to persons using or living in the street.
- Any vehicle, stall or container used by the Consent Holder in the course of street trading shall be constructed and maintained to the satisfaction of all reasonable requirements of the Council, the Police and Highway Authorities as to its construction, safety and appearance.
- The Consent Holder shall, at all times, maintain a valid Third Party Public Liability Insurance Policy to the satisfaction of the Council and shall produce a valid certificate of such insurance at any time upon request by an authorised Officer of the Council.
- The Consent Holder, and/or assistants, shall not trade whilst intoxicated and should behave in a civil and orderly manner at all times when trading.
- Consent holders, and any/or assistants, should wear clean and appropriate clothing.
- The Consent Holder must notify the Council within 7 days if any of the information provided when applying for the consent changes.

A Street Trading Consent does not operate as a consent for any purpose other than to permit the holder to trade on a Consent Street in accordance with any conditions imposed. The Consent Holder must ensure that he has obtained any other consent, approval or registration required under any other statutory provision relevant to his trade.

In these conditions "Consent" means a consent issued under Paragraph 7 of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982; "Consent Holder" means the person named on the Street Trading Consent issued by the Council and any person employed by him to assist in his trading; "Council" means the Tewkesbury Borough Council.



**LICENSING SUB-COMMITTEE
(STREET TRADING)
PROCEDURE**

1. The Chair will ask everyone present to introduce themselves.
2. The Chair will briefly explain the procedure to members of the public.
3. The Licensing Officer will open the hearing with an outline of the relevant details of the application.
4. The applicant or his/her representative will be invited to present his/her case, at the conclusion of which he/she, together with any witnesses he/she may have called, may be questioned by Members of the Sub-Committee.
5. The Sub-Committee may then invite comments from Officers and, if appropriate, representatives of such bodies as the Police and Fire Authority, following which any objectors, and others wishing to make representations in respect of the application, will be invited to make their submissions. Members of the Sub-Committee may ask questions of all those present.
6. The applicant will then be allowed to make a final statement in response to any objections that have been raised.
7. At the conclusion of the hearing, the stage at which the Sub-Committee will wish to deliberate upon the application, the applicant will be asked to withdraw together with all other parties present. If it is necessary to recall any party to provide further information or clarification all parties at the hearing must be invited to return.
8. When the Sub-Committee has reached its conclusions, the parties will be recalled and its decision will be announced to the applicant, accompanied by, as appropriate, a description of any conditions which are to be attached to the grant of a Licence/Consent.

