



North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

LICENSING AND COMMUNITY SAFETY COMMITTEE

A meeting of the Licensing and Community Safety Committee will be held in the Barum Room - Brynsworthy on **TUESDAY, 14TH JANUARY, 2020 at 10.00 am.**

(NOTE: A location plan for the Brynsworthy Environment Centre is attached to the agenda front pages. There are limited car parking spaces in the Visitors parking area. If no spaces are available, please find an alternative space. Please ensure that you enter your name and car registration details in the book in front of the entrance door).

Members of the Licensing and Community Safety Committee Councillor Tucker (Chair)

Councillors Cann, Biederman, Bulled, Campbell, Chesters, Gubb, Henderson, Hunt, Luggar, Mack, Orange, D. Spear, L. Spear and York

AGENDA

1. Apologies for Absence
2. To approve as a correct record the minutes of the meeting held on 8th October 2019 (Pages 5 - 8)
(attached).
3. Items brought forward which in the opinion of the Chair should be considered as a matter of urgency
4. Declarations of Interest
5. To agree the agenda between Part 'A' and Part 'B' (Confidential restricted information)

PART 'A'

6. **Safeguarding the Vulnerable from Fraudulent Scams**
Presentation by Service Lead – Community Safety Partnership Officer/Harm Risk.
7. **Caravan Site Licensing, Fees Policy and Compliance Policy** (Pages 9 - 84)
Report by Public Protection Manager (attached).

8. **Police and Crime Panel update**

Councillor Biederman to report.

9. **Crime and Disorder Sub-Committee** (Pages 85 - 88)

To consider and adopt the minutes of the Crime and Disorder Sub-Committee meeting held on 31st October 2019, (attached).

10. **Licensing and Community Safety Sub-Committees**

To consider and adopt the minutes of the following meetings:

(a) Licensing and Community Safety Sub-Committee B: 10th October 2019
(Pages 89 - 92)

(attached).

(b) Licensing and Community Safety Sub-Committee C: 16th October 2019
(Pages 93 - 100)

(attached).

PART 'B'

Nil.

**If you have any enquiries about this agenda, please contact Corporate and
Community Services, telephone 01271 388253**

6.01.20



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.

North Devon Council offices at Brynsworthy, the full address is:
Brynsworthy Environment Centre (BEC), Roundswell,
Barnstaple, Devon, EX31 3NP.

Sat Nav postcode is EX31 3NS.

At the Roundswell roundabout take the exit onto the B3232, after about ½ mile take the first right, BEC is about ½ a mile on the right.

Drive into the site, visitors parking is in front of the main building on the left hand side.

On arrival at the main entrance, please dial 8253 for Corporate and Community Services.

