

Dear Members

### **Public Appeals Committee**

A meeting of the Public Appeals Committee will be held in the Craddock Room, Civic Centre, Riverside, Stafford on **Wednesday 24 November 2021 at 2.00pm** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded.

Members are reminded that contact officers are shown in each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.



Head of Law and Administration

**PUBLIC APPEALS COMMITTEE**

**24 NOVEMBER 2021**

**Chair - Councillor P W Jones**

**A G E N D A**

- 1 Minutes of 15 March 2021 as published in Digest No 275 on 9 April 2021
- 2 Apologies
- 3 Officers' Reports

**Page Nos**

ITEM NO 3(a) **Fit and Proper Person - CONFIDENTIAL** 3 - 21

LICENSING MANAGER

This report is confidential due to the inclusion of information relating to an individual

**Membership**

**Chair - Councillor P W Jones**

I D Fordham  
M V Holmes  
E G R Jones  
P W Jones

A M Loughran  
R M Sutherland  
M J Winnington

## **PUBLIC APPEALS COMMITTEE - PROCEDURE**

- 1 The local authority's representative will state the authority's case and may call witnesses.
- 2 The appellant or advocate may ask questions of the authority's representative or any witness.
- 3 The members of the Committee may then ask questions of the authority's representative, or any witness.
- 4 The appellant or advocate will state the appellant's case, and may call witnesses.
- 5 The representative of the local authority may ask questions of the appellant or advocate, or any witness.
- 6 The members of the Committee may then ask questions of the appellant or advocate, or any witness.
- 7 Ward Members and interested parties will be invited to address the Committee. The local authority's representative, the appellant or advocate and Members of the Council may ask questions.
- 8 The authority's representative will then be invited to sum up; no new material may be introduced at this stage.
- 9 The appellant or advocate will then be invited to sum up; no new material may be introduced at this stage.
- 10 The parties will then withdraw whilst the Committee considers the case.
- 11 The Committee with the Officer appointed as Secretary to the Committee will deliberate in private only recalling the local authority's representative and the appellant to clear points of uncertainty on evidence already given. If recall is necessary both parties will return notwithstanding only one is concerned with the point giving rise to doubt.
- 12 The Committee with authority to act will, announce if possible, the decision to the parties at the end of the hearing, the decision being confirmed in writing afterwards.