

## Democratic Services



## Licensing Sub-Committee Meeting Agenda Pack

Committee Room No. 3,  
Town Hall, Darlington, DL1 5QT.  
Thursday, 27th November, 2008 at 9.30 a.m.

If English is not your first language and you would like more information about this document, or if you require information in large print or braille or tape, please contact (01325) 388351.

## Arabic

إذا رغبتكم الحصول على هذه النشرة بلغة أخرى غير اللغة الإنجليزية نرجو الاتصال بنا على رقم الهاتف التالي 01325 388351 مع ذكر رقم الإشارة.

## Bengali

যদি আপনার ইংরেজী ছাড়া অন্য কোন ভাষায় এই প্রকাশনাটির দরকার থাকে, তাহলে নম্বরে যোগাযোগ করুন এবং সূত্র নম্বর উল্লেখ করুন। 01325 388351

## Cantonese

如果你需要其它語言的版本，請與以下電話聯係並報出參考號碼：01325 388351

## Hindi

यदि आप यह प्रकाशन अंग्रेजी के अलावा अन्य भाषा में चाहते हैं तो कृपया संदर्भ नम्बर (रेफरन्स नम्बर) बताकर निम्नलिखित 01325 388351 पर संपर्क करें।

## Punjabi

ਜੇ ਇਹ ਪਰਚਾ ਤੁਹਾਨੂੰ ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਬਿਨਾਂ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਚਾਹੀਦਾ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਨੂੰ ਨੰਬਰ 01325 388351 'ਤੇ ਫੋਨ ਕਰੋ ਅਤੇ ਰੈਫਰੈਂਸ (ਹਵਾਲਾ) ਨੰਬਰ ਦੱਸੋ।

## Urdu

اگر آپ کو یہ کتابچہ انگریزی کے علاوہ کسی دوسری زبان میں درکار ہو تو براہ مہربانی ٹیلیفون نمبر 01325 388351 پر فون کر کے حوالہ نمبر بتائیں۔

## Polish

Jeśli chciał(a)by Pan(i) otrzymać polską wersję językową tego dokumentu, proszę zadzwonić pod numer 01325 388351 i podać numer identyfikacyjny dokumentu.

## **Information for Members of the Public in relation to Licensing Sub-Committee Hearings**

### **Access to information and meetings**

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the Agenda, which is usually published five working days before the meeting, and Minutes once they are published. Dates of the meetings are available on the Council's website, or from the Democratic Services Section (see details below).

### **Fire Alarm**

All meetings shall be adjourned immediately on hearing the sound of the fire alarm. The alarm is a continuous siren. On hearing the alarm please leave the building by the nearest emergency exit. There are emergency exits at each end of the Committee Suite. On leaving the building please assemble in St. Cuthbert's Churchyard next to the Town Hall. Please do not return to the building until you are told to do so by a Council employee.

### **Toilets**

There are male, female and disabled toilets in the Committee Suite area on the first floor.

### **Access for Disabled People**

There are allocated car parking spaces adjacent to the main entrance to the Town Hall and also at the rear of the Town Hall for people with disabilities. The Committee Suite is located on the first floor and the entrance to the Public Gallery is on the second floor. Lifts are available to both floors, however if you require assistance please do not hesitate to ask for assistance at the Reception Desk. There is also an induction loop system in the Council Chamber.

### **No Smoking**

Smoking is not permitted in the Town Hall.

### **Mobile Phones, Pagers, Cameras and Audio Recorders**

Please ensure that all mobile phones and pagers are turned off before the meeting begins and note that photography or audio recording is not permitted without prior permission.

### **Private and Confidential**

Occasionally, meetings will need to discuss issues in private. This can only happen on a limited range of issues, which are set by law. When the Council or a Committee does so, you will be asked to leave the meeting.

## **Representation**

Darlington Borough Council aim to put people first in everything we do. We are committed to encouraging local democracy, improving communication and making our services more accessible. One of the ways we do this is by allowing members of the public to make representation at Committee meetings, on items on the agenda, at the discretion of the Chair. However, in the case of Licensing Sub-Committee Hearings questions in relation to specific applications will not be permitted unless you have made prior written representation to the Licensing Section, Town Hall Darlington. If you would like further information on how to ask a question at General Licensing Committee meetings contact Allison Carling in the Democratic Services Section, Corporate Services Department, during normal office hours 8.30 a.m. to 5.00 p.m. Monday's to Thursday's and 8.30 a.m. to 4.30 p.m. Friday's (Direct Line (01325) 388287) or E-mail [allison.carling@darlington.gov.uk](mailto:allison.carling@darlington.gov.uk)

Further information can also be found on the Darlington Borough Council website [www.darlington.gov.uk](http://www.darlington.gov.uk)