

**Shetland Islands Area Licensing Board  
Council Chamber, Town Hall, Lerwick  
Monday 24 June 2019 at 10 a.m.**

**Present:**

M Bell	A Cooper
C Hughson	I Scott
C Smith	G Smith
B Wishart	

**Apologies:**

S Leask

**In Attendance (Officers):**

K Adam, Solicitor  
P Dinsdale, Licensing Standards Officer  
PC McArthur, Police Scotland  
L Malcolmson, Committee Officer

**Chairperson**

Mr I Scott, Convener to the Board, presided.

**Circular**

The circular calling the meeting was held as read.

**Declarations of Interest**

None

**1. Premises Licence Review Proposal – Westings Inn, Whiteness**

The Board were presented with a report by the Depute Clerk that provided a proposal to review the premises license for Westings Inn, Whiteness.

The Solicitor advised that the intention would be to withdraw the report on a technical matter and explained that were a decision taken at today's meeting to hold a review hearing the hearing would have to be held within 42 days. He advised that the next scheduled meeting was outwith that timeframe and to hold a special meeting before that date would be within the Council's summer recess.

In responding to a question the Solicitor confirmed that there would be no adverse effect to the report being delayed as the premises were not trading and this would simply be a delay in proceedings. He also confirmed that the licence could not be revoked without a hearing.

**Decision:**

The Committee unanimously agreed that the report be withdrawn and presented to the next meeting in August 2019.

## 2 **Combined Annual Functions and Financial Report 2018-2019**

The Depute Clerk presented the draft 2018-19 combined annual functions and financial report to the Board for consideration and publication.

The Solicitor introduced the report and advised that legislation required the Board to produce a functions report and a finance report. In previous years the reports had been produced separately but legislation now permitted the report to be combined and is made accessible to the public.

In considering the surplus the Solicitor confirmed that the Board is expected to take in fees that covers costs to a break even position and the surplus would therefore be set against staffing and running costs. Any surplus beyond that may be considered in terms of the fees applied.

Reference was made to the time spent in producing the report and the Solicitor was asked who made use of the report. The Solicitor advised that the report is sent to the Scottish Government.

The Board unanimously approved the recommendation in the report.

### **Decision:**

The Board approved the draft combined Annual Functions and Financial Report and instructed the Clerk to publish it on the Board's website.

The meeting concluded at 10.10am.

Convener