

MINUTES OF THE
LICENSING COMMITTEE

held on 9 July 2026 at 9.03pm

Present:

Councillor H. Clark (Chair)

Councillors A. Davidson, S. Davis, D. Eley, J. Hawkins, R. Lee, L. Mascot, S. Manley and
S. Shah

1. **Apologies for Absence**

Apologies for absence were received from Councillors Chambers, Pappa, Scott and Thompson. Cllr Mascot substituted for Cllr Thompson.

2. **Minutes**

The minutes of the meeting held on 22 June 2026 were agreed as a correct record and signed by the Chair.

3. **Declaration of Interests**

All Members were reminded to declare any Disclosable Pecuniary interests or other registerable interests where appropriate in any items of business on the meeting's agenda. None were made.

4. **Public Question Time**

No public questions were asked at the meeting.

5. **Licensing Act 2003 – Delegation of Powers for Section 20 Film Classifications – Essex International Film Festival**

The Committee considered a report which sought their approval to delegate powers to officers for determining film classifications under Section 20 of the Licensing Act 2003, primarily for the 2027 Essex International Film Festival. The Committee were reminded of their decision for the 2025 Film Festival to delegate the determination to officers and officers confirmed that the arrangements implemented for the 2025 festival had operated effectively and enabled classifications to be completed within the required timescales whilst maintaining appropriate oversight. It was noted that due to the anticipated volume of films for the 2027 Festival, referring each film to the Committee would create a significant administrative burden and potentially be impractical within the available timescales. The Committee were informed that delegating authority to officers would allow classifications to be processed efficiently whilst retaining appropriate safeguards, including the ability for officers to refer controversial or borderline classifications to members as necessary. It was also noted that officers felt a standing delegation would provide a proportionate and efficient mechanism for dealing with future requests involving multiple independent films, film festivals, or short film events.

In response to questions from the Committee, officers stated that the fees would cover officer time sufficiently and they understood that the organisers hoped to run the festival every two years in the future.

RESOLVED that;

1. Authority be delegated to the Public Health and Protection Services Manager to determine film classifications under Section 20 of the Licensing Act 2003 with officers retaining discretion to refer controversial, sensitive or borderline matters to Licensing Committee where considered appropriate.
2. Officers be authorised to recover reasonable costs associated with film classification work in accordance with the Council's cost recovery principles.

(9.03pm to 9.18pm)

6. Urgent Business

There were no matters of urgent business.

The meeting closed at 9.19pm

Chair