

20 September 2005

Dear Councillor,

**LICENSING SUB-COMMITTEE**  
**10.00 A.M., WEDNESDAY, 28 SEPTEMBER, 2005**  
**COMMITTEE ROOM, CIVIC CENTRE, CANNOCK**

I am writing to invite you to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,

**S.G. Brown**  
**Chief Executive**

To: Councillors

Butler, R.D.  
Hodges, E.J.  
Whitehouse, Mrs. G.M.

**A G E N D A**

**PART 1**

**1. Appointment of Chairman**

**2. Apologies and Reconstitution of Membership**

The Council will only allow licensing decisions to be taken by a minimum of three Councillors. In the event of one Member being unable to attend, their place will be substituted by another Member taken from the membership of the full Licensing/Public Protection Committee. In the event of this substitution taking place, all parties will be informed of the change of membership at the beginning of the hearing.

**3. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

**4. Application for Conversion to a Premises Licence and Simultaneously Vary the Licence at Libby's Bar, Bow Street, Rugeley**

Report of the Head of Environmental Health (Enclosure 4.1 – 4.7)