

18 JUNE 2021

**NEW FOREST DISTRICT COUNCIL**

**GENERAL PURPOSES AND LICENSING COMMITTEE**

Minutes of a meeting of the General Purposes and Licensing Committee held on Friday, 18 June 2021

\* Cllr Steve Clarke (Chairman)

\* Cllr Neil Tungate (Vice-Chairman)

**Councillors:**

Ann Bellows  
Geoffrey Blunden  
\* Rebecca Clark  
\* Keith Craze  
\* Arthur Davis  
\* Barry Dunning  
Jacqui England

**Councillors:**

\* David Harrison  
\* David Hawkins  
\* Mahmoud Kangarani  
\* Alvin Reid  
\* Joe Reilly  
\* John Ward

\*Present

**Officers Attending:**

Joanne McClay, Andy Rogers and Ben Stockley

**Apologies**

**4 MINUTES**

**RESOLVED:**

That the minutes of the meeting held on 12 March 2021 be confirmed and signed.

**5 DECLARATIONS OF INTEREST**

No Declarations of Interest were made by any Members in connection with any Agenda Item.

**6 PUBLIC PARTICIPATION**

No issues were raised during the Public Participation period.

**7 MOBILE HOMES REGULATIONS 2020**

The Committee considered proposals for compliance with the Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020, which set out the framework for a fit and proper person test for site licence holders, or a person appointed to manage the site, and related issues.

Members asked a number of questions, to which answers were given. It was confirmed that site managers must advise the Authority if they operated more

than one site, and licences could be reviewed at any time in response to complaints. The legislation makes site license holders more accountable. In exceptional circumstances, where a site owner cannot identify a suitable fit and proper manager, then the Council can appoint a site manager and recover costs.

Members queried whether the new legislation applied to single - unit sites, where the resident was not the site owner. Officers undertook to ascertain whether any such properties existed in the District, and would include this issue in an overall update on progress with the new arrangements at the September Committee meeting.

**RESOLVED:**

- (a) That the adoption of the amended Relevant Protected Site Licensing Fees Policy and supports the introduction of the Fit and Proper Person Test for residential caravan site licensing from 1 July 2021 be agreed.
- (b) That the proposed fees for applications for entry on the Fit and Proper Persons Register and the annual fee for an existing entry with specific conditions on the register, be approved.
- (c) That the delegation of powers be amended to the effect that these powers supersede the relevant entries in the existing list of Council delegations, including the deletion of the old delegation listed as GP & L 116:

Source	Power Delegated	Delegated to
Caravan Sites and Control of Development Act 1960, Part I as amended, including any Regulations made thereunder	(a) Sec 3 – to determine applications for caravan site licences and under Sec 8 – to change conditions attached to existing licences. Sec 10 – to transfer licences and to determine applications and under.	Executive Head, or Chief Planning Officer, or Service Manager
	(b) To administer and enforce all the powers and duties of the local authority and the provisions of Part 1 of the Act, including any Regulations made thereunder, save for those specifically referred to in (a) above.	Executive Head, or Chief Planning Officer, or Service Manager, or Environmental and Regulation Team Manager, or Environmental Health Officers, or Environmental Health Technical Officers

CHAIRMAN

