

## LOCAL LICENSING FORUM

Wednesday, 27 January 2021

Members present: , Chairperson; , Vice Chairperson; ; and .

Also present: .

Apologies:

	Item	Discussion	Action/Decision	To be actioned by
1	<u>Apologies</u>	The Convenor welcomed all those in attendance. The Clerk advised that no apologies for absence had been intimated.	<u>The Forum resolved:</u>	
2	<u>Election of Office Bearers</u>	<p>The first order of business was to elect a new Convenor and Vice Convenor. The Clerk sought nominations for the positions of Convenor and Vice Convenor. Shamini declared that she would stand down as Convenor and welcomed members to put forward nominations for the positions.</p> <p>Sandy Munro clarified in line with the legislation in each calendar year, a Forum must elect one of the members of the Forum to be the convenor of the Forum. Sandy confirmed if the office of convenor is vacant or the convenor is for any reason unable to act, a meeting of the Forum may be chaired by any other member present.</p> <p>Elaine offered to take position as Vice Convenor and to Chair the scheduled meetings where needed.</p> <p>Neil Macdonald offered to assist and chair any</p>	<u>The Forum resolved:</u>	

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		<p>scheduled meetings as required.</p> <p>Finlay offered to be named Convener for the Local Licensing Forum.</p> <p>There being no further nominations forthcoming, Finlay Cran was duly appointed to serve as Convener and Elaine Mottram was duly appointed to serve as Vice Convener.</p>		
3	<b><u>Resignations and Valadictory</u></b>	<p>The members were advised that Sarah Wheeler had initiated her resignation from the Forum, the members noted the resignation and gave thanks.</p>	<b><u>The Forum resolved:</u></b>	
4	<b><u>Appointment of New Members</u></b>	<p>Members heard that Miriam Smith had been replaced by Steven McConnachie as Integrated Children's and Family Services representative.</p> <p>The Clerk provided an overview of the Membership. The Governance review considered membership of the Forum. The Reformed Constitution updated the eligibility criteria for membership. The Clerk noted that in relation to Community Groups Jonathan Smith – Chairperson of Aberdeen Civic Forum and Community Council Forum remained the substantive member of the Local Licensing Forum. Members welcomed William Rae and Julie Anne Butchart continued input in Jonathan's absence. Recruitment of membership was discussed and Finlay Cran welcomed a further review of the scope of membership and recruitment.</p>	<b><u>The Forum resolved:</u></b>	

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If you require any further information about this minute, please contact Shereen Balaban, email [sbalaban@aberdeencity.gov.uk](mailto:sbalaban@aberdeencity.gov.uk) or 01224 522497