



Boston Borough Council

**Chief Executive
Rob Barlow**

Municipal Buildings
Boston
Lincolnshire PE21 8QR
Tel: 01205 314200

Wednesday 5 November 2025

Notice of meeting of the Licensing Sub-Committee

Dear Councillor

You are invited to attend a meeting of the Licensing Sub-Committee
on **Thursday 13th November 2025 at 10.00 am**
in the Committee Room - Municipal Buildings, West Street, Boston, PE21 8QR

**Rob Barlow
Chief Executive**

Membership:

Panel Members: Councillors Stuart Evans, Paul Gleeson and Lina Savickiene
Substitute: Councillor Richard Austin BEM

Members of the public are welcome to attend the committee meeting as observers except during the consideration of exempt or confidential items.

This meeting may be subject to being recorded.

Agenda

Part I - Preliminaries

A Election of Chairman

B Apologies for Absence

To receive apologies for absence.

C Declarations of Interest

To receive declarations of interests in respect of any item on the agenda.

Part II - Agenda Items

1 Exclusion of the public and press

To consider resolving –

- That under Regulation 14 of the Licensing Act 2003 (hearings) Regulations 2005, the public and press be excluded from the hearing for the following items of business on the grounds that the public interest in doing so outweighs the public interest in the hearing or that part of the hearing taking place in public.
- That under Section 100(A)(iv) of the Local Government Act 1972 the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act (as amended).

2 Application for the Grant of a Premises Licence: Shawarma House, 1 Fish Hill, Market Place, Boston (Pages 1 - 88)

(A report by Anna McDowell, Senior Licensing Officer)

Notes:

Please contact Democratic Services (demservices@boston.gov.uk) if you have any queries about the agenda and documents for this meeting.

Council Members who are not able to attend the meeting should notify Democratic Services as soon as possible.

Alternative Versions

Should you wish to have the agenda or report in an alternative format such as larger text, Braille or a specific language, please telephone 01205 314591.

The procedures for the hearing appear overleaf.

Licensing Hearing Procedure – New Licence

1. The Sub-Committee deals with the Preliminaries.
2. The Applicant, Senior Licensing Officer and Responsible Authorities are invited into the room.
3. The Chairman invites introductions.
4. The Legal Advisor explains the procedures.
5. The Senior Licensing Officer presents her report.
6. Members of the Sub-Committee ask any questions of the Senior Licensing Officer in respect of the information they have received.
7. The Applicant is invited to address the Sub-Committee to present their case and can call any witness in support of their case.
8. Members of the Sub-Committee ask questions of the Applicant.
9. Responsible authorities and interested parties in turn can ask questions of the Applicant.
10. The Responsible Authorities are invited to address the Sub-Committee to present their case and can call any witness in support of their case.
11. Members of the Sub-Committee ask questions of the Responsible Authorities.
12. Applicant can ask questions of the Responsible Authorities.
13. Interested parties (if any) are invited to address Sub-Committee to present their case and can call any witness in support of their case.
14. Members of the Sub-Committee ask questions of the Responsible Authorities.
15. Applicant can ask questions of the Interested Parties.
16. Application asked if they wish to amend or withdraw their application in any way.
17. Chairman to invite closing submissions from Applicant, Responsible Authorities and Interested Parties – no new issues should be introduced at that stage.
18. The Chairman asks the Legal Advisor whether there are any other matters to be raised or resolved before the Sub-Committee retires to begin its deliberations.
19. The Chairman advises that the Members of the Sub-Committee will consider the report in private and make their decision. The Legal Representative will remain with them, but will at no point take part in the deliberations; the Legal Representative will give legal advice if required and the decision notice will contain details of this advice.
20. The Applicant, the Responsible Authorities and the Senior Licensing Officer are escorted from the room.
21. Once a decision has been made the decision and the reasons for the decision will be formally notified in writing by the Senior Licensing Officer within 5 working days.