

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 9 March 2026

Notice of Meeting

Licensing and Gambling Committee

Tuesday, 17th March, 2026 at 10.00 am,
Council Chamber, County Hall, The Rhadyr USK

AGENDA

Item No	Item	Pages
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	To confirm the minutes previous meetings:	
3.1.	Sub-Committee 21st November 2025	1 - 2
3.2.	Sub-Committee 10th October 2025	3 - 4
3.3.	Sub-Committee 22nd September 2025	5 - 8
3.4.	Sub-Committee 9th September 2025	9 - 12
3.5.	8th July 2025	13 - 14
4.	Gambling Act 2005 - Premises Licence Fees 2026/27	15 - 28
5.	Date of Next Meeting	

Paul Matthews
Chief Executive

**MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY**

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillor Tony Easson	Dewstow;	Welsh Labour/Llafur Cymru
County Councillor Christopher Edwards	St.	Welsh Conservative Party
	Kingsmark;	
County Councillor Simon Howarth	Llanelly Hill;	Independent Group
County Councillor Jane Lucas	Osbaston;	Welsh Conservative Party
County Councillor Jayne McKenna	Mitchel Troy and Trellech United;	Welsh Conservative Party
	Gobion	Welsh Conservative Party
County Councillor Alistair Neill	Fawr;	
	Town;	Welsh Conservative Party
County Councillor Martin Newell	Bulwark and Thornwell;	Welsh Labour/Llafur Cymru
County Councillor Sue Riley	Chepstow Castle & Larkfield;	Welsh Labour/Llafur Cymru
	Caldicot Cross;	Welsh Labour/Llafur Cymru
County Councillor Jackie Strong	Park;	Welsh Labour/Llafur Cymru
County Councillor Tudor Thomas	Bulwark and Thornwell;	Welsh Labour/Llafur Cymru
County Councillor Armand Watts		

Public Information

Gofynnir i chi nodi y bydd Cyngor Sir Fynwy yn ffilmio'r cyfarfod hwn ac y bydd ar gael i'w weld ar-lein ar ffurf fyw ac archif. Mae'n bosibl y gellid ffilmio ardaloedd lle mae'r cyhoedd yn eistedd a drwy fynd i mewn i'r Siambr rydych yn cydsynio i gael eich ffilmio a defnydd posibl y delweddau hynny a recordiad sain ar gyfer dibenion gwe-ddarlledu. Os ydych yn gwneud sylw i'r cyfarfod bernir eich bod wedi cydsynio i gael eich ffilmio.

Caiff recordiadau o'r cyfarfod eu cadw yn unol â pholisi'r Cyngor ar gadw data. Dim ond os yw'r Swyddog Monitro yn ystyried bod angen hynny oherwydd bod y cyfan neu ran o gynnwys y gwe-ddarllediad yn neu'n debygol o fod yn groes i unrhyw ddarpariaeth statudol neu athrawiaeth cyfraith gyffredin, er enghraifft deddfwriaeth Diogelu Data a Hawliau Dynol neu ddarpariaethau yn ymwneud â gwybodaeth gyfrinachol neu eithriedig, y caiff gwe-ddarllediadau neu rannau o we-ddarllediadau a archifwyd eu tynnu o wefan y Cyngor.

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Watch this meeting online

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Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with 5 days notice prior to the meeting should you wish to speak in Welsh so we can accommodate your needs.

Aims and Values of Monmouthshire County Council

Our purpose

- to become a zero-carbon county, supporting well-being, health and dignity for everyone at every stage of life.

Objectives we are working towards

- Fair place to live where the effects of inequality and poverty have been reduced;
- Green place to live and work with reduced carbon emissions and making a positive contribution to addressing the climate and nature emergency;
- Thriving and ambitious place, where there are vibrant town centres and where businesses can grow and develop
- Safe place to live where people have a home where they feel secure in;
- Connected place where people feel part of a community and are valued;
- Learning place where everybody has the opportunity to reach their potential

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Kindness: We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

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Public Document Pack **Agenda Item 3a**

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
at The Council Chamber, County Hall, The Rhadyr Usk on Friday, 21st November, 2025
at 10.00 am**

PRESENT: County Councillor Tudor Thomas (Chair)

County Councillors: Alistair Neill, Jackie Strong

OFFICERS IN ATTENDANCE:

Linda O'Gorman	Principal Licensing Officer
Emma Watkins	Licensing Officer
Julian Sanders	Solicitor
Richard Williams	Democratic Services Officer

APOLOGIES:

None received.

1. Declarations of Interest

None received.

2. Application for a New Premises Licence – Pugh's Garden Kitchen

We considered an application for a new premises licence under the Licensing Act 2003 for Pugh's Garden Kitchen, 7-9 Mill Street, Abergavenny, NP7 5HE for the following:

- Supply of Alcohol: Monday-Wednesday – 09:00 - 18:00 (on & off the Premises) Thursday-Saturday – 09:00 - 22:00 (on & off the Premises) Sunday – 10:00 - 16:30 (on & off the Premises).
- Open Hours (Standard timings): Monday-Wednesday – 08:00 - 18:00 Thursday-Saturday – 08:00 - 23:00 Sunday – 10:00 -17:00.

<https://www.youtube.com/live/9rhpHPidqCI?si=Pxtbin8Q0gywvWiG&t=164>

The Chair welcomed the applicants and the objectors' representative to the meeting and introduced Members of the Sub Committee and the attending Officers and explained the protocol for the meeting.

The applicants and the objector's representative confirmed receipt of the report, additional documentation and hearing procedure.

The applicants acknowledged that they would proceed without legal representation.

The key issues and details were read out to the Sub Committee.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee held at The Council Chamber, County Hall, The Rhadyr Usk on Friday, 21st November, 2025 at 10.00 am

The objectors' representative was then given the opportunity to address the Sub Committee, to put forward the objections to the application.

The applicants were then given the opportunity to address the Sub Committee, to put forward any relevant explanations.

Following this, Members of the Sub Committee put forward questions to the applicants and the objectors' representative and discussion ensued. The applicants and the objectors' representative were then given the opportunity to sum up.

Following questioning, the Sub Committee Members and the Monmouthshire County Council Solicitor left the meeting to deliberate and discuss the findings.

Upon re-commencement, the Chair and Monmouthshire Solicitor advised that the Sub Committee had made a unanimous decision to approve the application.

The Chair also confirmed that the applicant had accepted all the police conditions that were put forward by them following the private deliberations.

The following reasons were given by the Sub-Committee for the decision to approve the application:

- The Sub Committee did extend its deliberations to the issue of car parking to address the concerns that have been raised by the objectors. The Sub Committee noted that there are yellow lines along Mill Street and there is a car park opposite the applicants' premises. It also noted that there is a bus station opposite the premises to encourage public transport.
- The Sub Committee acknowledged the acceptance by the applicants to reduce the hours from 11.00pm to 10.00pm for the sale of alcohol on Thursday, Friday and Saturday.
- The Sub Committee concluded that this is a business that the Authority should be attracting to Abergavenny.
- The Sub Committee considered the measures taken by the business to mitigate the noise levels, including double glazing, insulation and sound proofing.

The meeting ended at 11.21 am.

Public Document Pack Agenda Item 3b

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee (Sub Committee) held at Council Chamber, County Hall, The Rhadyr USK on Friday, 10th October, 2025 at 10.00 am

PRESENT: County Councillor Tudor Thomas (Chairman)

County Councillors: Tony Easson, M. Newell

Two Objectors

Applicant

Applicant's Agent

OFFICERS IN ATTENDANCE:

Taylor Watts
Julian Sanders
Wendy Barnard

Licensing Officer
Solicitor
Democratic Services Officer

APOLOGIES:

None

1. Declarations of Interest

No declarations of interest were made.

2. To consider the exclusion of the press and public from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, as amended, on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 12 of Part 4 of Schedule 12A to the Act.

The Committee resolved to exclude the Press and Public.

3. Application for a new premises licence: 1 Stop, 7 High Street, Chepstow, Monmouthshire, NP16 5LH

The Chairman welcomed the applicant and the applicant's agent to the meeting. Members of the Committee, attending Officers and two Objectors introduced themselves. The protocol for the meeting was explained.

The applicant confirmed receipt of the report and acknowledged that they would proceed with their agent as representation. The two objectors confirmed receipt of the report and acknowledged that they would proceed without legal representation.

The key issues and details were read out to the Committee by the Licensing Officer.

The Objectors explained their concerns about the application and questions were allowed.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee (Sub Committee) held at Council Chamber, County Hall, The Rhadyr USK on Friday, 10th October, 2025 at 10.00 am

The applicant's agent and applicant were given the opportunity to address the Committee. Following this, Members of the Committee put forward questions to the applicant and applicant's agent.

Following questions, Committee Members left the meeting to deliberate.

Upon re-commencement, the Chair advised that the Committee had considered the application and had resolved that the license was granted. The decision and rationale for the decision were explained in more detail as follows

Decision

- All of the requested Police Conditions to be imposed
- The sale of alcohol to cease at 10pm Monday to Sunday.

Rationale

- The Committee took into consideration the Applicant's trading history.
- On balance, the Committee felt the Applicant should be granted the licence
- The Applicant accepts that he has made mistakes and he has now undergone industry accredited training
- The Applicant understands the consequences of not complying with licensing legislation.

The meeting ended at 12.00 pm

Public Document Pack **Agenda Item 3c**
MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
in The Council Chamber, County Hall, The Rhadyr, Usk on Monday, 22nd September,
2025 at 10.00 am**

PRESENT: County Councillor Tudor Thomas (Chair)

County Councillors: M. Newell and Jackie Strong

OFFICERS IN ATTENDANCE:

Linda O'Gorman	Principal Licensing Officer
Samantha Winn	Licensing Officer
Julian Sanders	Solicitor
Richard Williams	Democratic Services Officer

APOLOGIES:

None received.

1. Declarations of Interest

None received.

2. Application to vary a Premises Licence - Llanvetherine Court, Llanvetherine Court Farm Road, Llanvetherine

We considered an application to vary the premises licence under the Licensing Act 2003 from Mr Huw Evans and Mr Edward Evans for the following:

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee held in The Council Chamber, County Hall, The Rhadyr, Usk on Monday, 22nd September, 2025 at 10.00 am

Current Licence	Proposed Licence
Live Music*, Recorded Music** Thursday:12.00 - 00.00, Friday:00.00 - 02.00 and 12.00-00.00, Saturday:00.00-06.00 and 11.00 -00.00, Sunday:00.00-06.00 and 11.00-20.00 On Bank Holiday Weekends : Sunday Times 00.00-06.00 and 11.00-00.00, Monday Times 00.00-06.00 and 11.00- 20.00. New Years Eve : 16.00 - 06.00. *A licence is not required for live music within the on-licence premises providing it takes place between 08.00hrs-23.00hrs and the audience do not exceed 500 people. **A licence is not required for recorded music within the on-licence premises providing it takes place between 08.00hrs- 23.00hrs and the audience do not exceed 500 people.	Live Music, Recorded Music (inside and outside) Monday-Wednesday:10:00hrs–24:00hrs, Thursday: 10:00hrs-04:00hrs, Friday and Saturday: 10:00hrs– 06:00hrs, Sunday: 10:00hrs – 04:00hrs, Bank Holidays and New Years Eve: 10:00hrs – 06:00hrs Live Music will not occur outdoors later than 23:00hrs. Volume levels would be determined by audibility checks at neighboring properties
Late Night Refreshment Thursday:23.00 - 00.00, Friday:00.00 - 02.00 and 23.00-00.00, Saturday:00.00- 05.00 and 23.00 -00.00, Sunday:00.00- 05.00 On Bank Holiday Weekends : Sunday Times 23.00-05.00, Monday Times 23.00- 05.00 New Years Eve : 23.00 - 05.00	Late Night Refreshment Monday–Wednesday:23:00hrs–24:00hrs Thursday: 23:00hrs–04:00hrs, Friday and Saturday:23:00hrs–05:00hrs, New Years Eve, and New Years Day – 23:00hrs – 05:00hrs
Supply of Alcohol Monday-Thursday: 12.00 - 22.00, Friday: 00.00 - 02.00 and 11.00 - 00.00 Saturday: 00.00 - 06.00 and 11.00 - 00.00, Sunday: 00.00 - 06.00 and 10.00 - 23.00 On Bank Holiday Weekends : Sunday Times 00.00-06.00 and 11.00-00.00, Monday Times 00.00-06.00 and 11.00- 20.00, New Years Eve: 16.00 - 06.00	Alcohol hours (on and off sales) Monday–Wednesday:10:00hrs–23.30hrs, Thursday: 10:00hrs –03:30hrs, Friday and Saturday: 10:00hrs–05:30hrs, Sunday: 10:00hrs – 03:30hrs, Bank Holidays and New Years Eve: 10:00hrs – 05:30hrs Opening Hours: 00:00hrs– 00:00hrs

https://www.youtube.com/live/e38_Twtb3Hw?si=6y3eRtWQRrrgWiR_&t=256

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee held in The Council Chamber, County Hall, The Rhadyr, Usk on Monday, 22nd September, 2025 at 10.00 am

The Chair welcomed the applicants to the meeting and introduced Members of the Sub Committee and the attending Officers and explained the protocol for the meeting.

The applicants confirmed receipt of the report and hearing procedure and acknowledged that they would proceed without legal representation.

The key issues and details were read out to the Sub Committee.

The objectors had provided written evidence but were not present at the meeting.

The applicants were then given the opportunity to address the Sub Committee, to put forward any relevant explanations. Following this, Members of the Sub Committee put forward questions to the applicants and discussion ensued. The applicants were then given the opportunity to sum up.

Following questioning, the Sub Committee Members and the Monmouthshire County Council Solicitor left the meeting to deliberate and discuss the findings.

Upon re-commencement, the Chair and Monmouthshire Solicitor advised that the Sub Committee had made a unanimous decision to approve the application.

The following reasons were given by the Sub-Committee for the decision to approve the application:

1. The applicants have agreed to comply with all the conditions stipulated by the Police conditions.
2. The applicants have recognised the issues/concerns raised by the objectors and the Sub-Committee was satisfied with the steps taken by the applicants to reduce noise levels (e.g the implementation of sound proofing).
3. The Sub-Committee took into consideration the licensing objections contained within the Licensing Act 2003. The Sub-Committee had no significant concerns in respect of the four licensing objectives.
4. The Sub-Committee took into the account the highway junction to enter/exit the premises and considered public safety, which is one of the Licensing Objectives under the Licensing Act 2003. The Sub-Committee made the following recommendations to mitigate the risk:
 - The applicants' hedge which adjoins the highway junction is to be maintained to provide good visibility to road users and pedestrians.
 - The applicants include an advice note on their website in respect of the junction to enter and exit their premises and to exercise care when entering and leaving the venue and entering the highway.

MONMOUTHSHIRE COUNTY COUNCIL

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in The Council Chamber, County Hall, The Rhadyr, Usk on Monday, 22nd September,
2025 at 10.00 am**

- An advice note to be clearly visible at the property in respect of the junction and to exercise care when entering and leaving the property and entering the highway.

The meeting ended at 11.03 am.

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MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 9th September, 2025 at
9.30 am**

PRESENT: County Councillor Tudor Thomas (Chairman)

County Councillors: Alistair Neill and M. Newell

Also in attendance County Councillor: Sue Riley, Ward Member,
representing objectors

OFFICERS IN ATTENDANCE:

Wendy Barnard	Democratic Services Officer
Linda O'Gorman	Principal Licensing Officer
Julian Sanders	Solicitor
Taylor Watts	Licensing Officer

Tony Phelps, Objector
Ella Phelps, Supporting Objector
Martin Phelps, Supporting Objector

Kelly Gettings, Applicant
Kyle Gettings, Applicant's representative

APOLOGIES:

None.

1. Declarations of Interest

None.

2. Application for a New Premises Licence – Only Foods & Sauces

We met to consider an application for a new premises licence under the Licensing Act 2003 for Only Foods and Sauces Limited, Bulwark Industrial Estate, Bulwark, Chepstow, NP16 5QZ.

The Chair welcomed the applicant and companion, three local residents and County Councillor Sue Riley, ward member for the area. He introduced Members of the Sub Committee, the attending officers and explained the protocol for the meeting.

<https://youtu.be/hQZEvYfuc8M?si=FiaQFJ0v6AwYRRUF>

All present confirmed they had sight of the report and the committee procedures. The applicant confirmed she was happy to proceed with no legal representation.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Licensing and Gambling Committee held at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 9th September, 2025 at 9.30 am

The Licensing Officer presented the report. The key issues and details of the application (below) were read out to the Sub Committee and the licensing objectives were referred to. The applicant confirmed in writing to the Licensing Authority their acceptance of the representations made by Gwent Police and environmental health.

Provision of Films: Friday-Sunday – 09:00 to 23:00 (Outdoors)

Provision of Live Music: Friday-Sunday – 09:00 to 23:00 (Outdoors)

Provision of Recorded Music: Monday-Thursday – 09:00-14:00 & Friday - Sunday – 09:00-23:00 (Outdoors)

Supply of Alcohol: Friday-Sunday – 12:00-23:00 (On the Premises)

Open Hours (Standard timings): Monday-Thursday – 09:00-14:00 & Friday - Sunday – 09:00-23:00

A local resident, in attendance and supported by two family members, presented objections to the application. County Councillor Sue Riley represented two further Objectors.

The primary concern from objectors was noise and reference was made to a bank holiday event at which music was reportedly audible from a significant distance, disturbing residents. Councillor Sue Riley echoed concerns from multiple residents about excessive outdoor music, especially compared to other venues that restrict music to indoors after 9 PM.

There were concerns about large gatherings causing disruption, traffic issues, and littering and intoxicated individuals although no current incidents were reported. Concerns were mentioned about proximity to a ****gymnastics club**** with children present.

The committee emphasized that objections must relate to the ****four licensing objectives****:

1. Prevention of crime and disorder
2. Public safety
3. Prevention of public nuisance
4. Protection of children from harm

Following questions, the Licensing and Gambling Sub Committee Members and the Monmouthshire County Council Solicitor left the meeting to deliberate.

Upon re-commencement, the Chair advised that the Sub Committee had fully considered the case and had paid great regard to the objections raised in person and in writing. The Chair indicated that reference to criminal convictions had been discounted. After full consideration, the license was granted with some conditions as recommended by:

Gwent Police

- Supply of Alcohol to cease at 22:30 Friday-Sunday to allow 30 minutes of drink up time
- Additional training for staff working at the premises
- The implementation of CCTV in licensed areas of the premises
- Incident/refusal logbook
- Further monitoring of the premises and notices displayed at the premises
- Implementation of the Challenge 25 Scheme

Environmental Health

- Implementation of noise management plan
- Installation of a noise limiting device

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 9th September, 2025 at
9.30 am**

During the hearing, there was reference to a covenant on the land restricting the sale of alcohol. The solicitor confirmed that this does not restrict Monmouthshire County Council's licencing authority's powers to issue a premises licence.

The meeting ended at 11.04 am

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Public Document Pack Agenda Item 3e

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 8th July, 2025 at 10.00
am**

PRESENT: County Councillor Tudor Thomas (Chair)
County Councillor Jayne McKenna (Vice Chair)

County Councillors: Tony Easson, Jane Lucas, M. Newell,
Jackie Strong and Armand Watts

OFFICERS IN ATTENDANCE:

Linda O'Gorman Principal Licensing Officer
Nicola Perry Senior Democracy Officer

APOLOGIES:

County Councillors Christopher Edwards and Alistair Neill

1. Declarations of Interest

None.

2. Gambling Act 2005 - Premises Licence Fees 2025/26

The Principal Licensing Officer presented the report for the Licensing and Gambling Committee to agree the fees for this Authority in relation to Premises Licences under the Gambling Act 2005 for 21st May 2025 – 20th May 2026.

In response to a question asking if we were keeping in line with inflation and covering costs the officer explained that it is dependent on the work that each authority does, and how many application forms acts as a formula to assess fees, which is approved by all Wales. A number of factors are considered to determine fees such as how many meetings and how much training has been given. As MCC have had no applications since 2010 the fees have slightly decreased.

The Committee resolved to accept the recommendations:

- i) The fees and charges detailed in Appendix A of the report be approved and have a commencement date 21st May 2025; and
- ii) The fees are subsequently reviewed annually.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Licensing and Gambling Committee held
at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 8th July, 2025 at 10.00
am**

The meeting ended at 10.10 am

MONMOUTHSHIRE COUNTY COUNCIL REPORT

SUBJECT: Gambling Act 2005 – Premises Licence Fees 2026/27

DIRECTORATE: Social Care, Safeguarding and Health

MEETING: Licensing & Gambling Committee

Date to be considered: 17th March 2026

DIVISION/WARDS AFFECTED: All Wards

1. PURPOSE:

- 1.1 To agree the fees for this Authority in relation to Premises Licences under the Gambling Act 2005 for 21st May 2026 – 20th May 2027.

2. RECOMMENDATION(S):

- 2.1 It is recommended that:-

- (i) the fees and charges detailed in Appendix A of the report be approved and have a commencement date 21st May 2026; and
- (ii) The fees are subsequently reviewed annually.

3. KEY ISSUES

- 3.1 This Authority has a statutory duty under the Gambling Act 2005 to set fees for Premises Licences in accordance with the Gambling (Premises Licence)(England and Wales) Regulations 2007. The fees for these licences are to be reviewed and set annually on the 21st May each year. Premises Licences will include Betting Shops, Tracks, Adult Gaming Centres, Family Entertainment Centres and Bingo Premises. A fee assessment has not been carried out for Casinos as the Authority carried a resolution not to allow Casinos within its County at Full Council on 24th October 2024.
- 3.2 The general functions of the licensing authority in dealing with Gambling Premises Licences has been delegated to the Licensing and Gambling Committee (previously Licensing and Regulatory Committee). This was agreed in the Gambling Act 2005 Statement of Licensing Policy approved at Full Council on 24th October 2024.
- 3.3 Licensing Authorities do not have the power to set fees for Permits which will be set by Central Government.
- 3.4 The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 provided for the following types of fees to be determined by licensing authorities, *with a stipulation within these regulations of a maximum figure permitted to charge, as shown in Appendix B attached:*
- Licence application fee
 - First annual fee
 - Annual fee
 - Notification of change of circumstances fee
 - Application to vary a licence fee
 - Application to transfer a licence fee
 - Fee for a copy of a licence
 - Application for re-instatement of a licence fee

- Provisional statement application fee.

The Authority currently licence eight premises under the Gambling Act 2005 consisting of six betting premises, one track betting and one adult gaming centre all of whom will be required to pay an annual fee. This Authority do not currently licence bingo premises or family entertainment premises.

- 3.5 The European Services Directive, along with other regulations, statutory guidance and case law underline that fees must be set on a “reasonable” cost recovery basis only and cannot be set in such a manner as to generate a profit or act as an economic deterrent to traders. In determining reasonable costs the Authority may take account of costs averaged over a reasonable period (up to three years).
- 3.6 Government guidance on the types of costs that licensing authorities should include within their licensing fees.

In relation to applications, any costs associated with the licensing authority of receiving, considering and determining the application may be included, including:

- staff costs
- overheads, IT, legal and other central support costs
- initial inspections
- Licensing Committee costs, and
- the cost of hearings and appeals.

In relation to annual fees, fees should cover:

- regulatory compliance and enforcement costs for the forthcoming year (eg inspection, holding reviews and enforcement activity). This would include any action in relation to illegal gambling, and could also include the cost of providing councillor training on gambling licensing.
- the costs associated with processing the annual fee (eg updating computer systems, register of gambling premises licences and processing fee).
- annualised periodic costs incurred by the licensing authority in respect of its three year licensing policy statement.

- 3.7 Throughout 2025-26 Licensing Officers have conducted refresher training by carrying out the Gambling Commission e-learning. The duties of licence holders such as, local risk assessments, signage, how to deal with problem gambling and action, advice and information they provide pertinent to the type of licence they hold. Licensing introduced the use of risk rated inspection forms (which assess if a normal annual inspection should be conducted or more frequent visits if a problematic premises) as recommended by the Gambling Commission. As a result of the e-learning and the new inspection forms, more in-depth programmed inspections have been conducted on the racecourse, betting shops and the adult gaming centres.
- 3.8 Taking into account the elements that can be considered when setting fees as in 3.6 and 3.7 above and the work conducted by the Licensing team, which will be ongoing. An assessment has been conducted the using the Wales Licensing Expert Panel spreadsheet – as recommended for national use. As such, the cost and the proposed fees with a commencement date of 21st May 2026 is attached to this report in Appendix A. The assessment, however, cannot exceed the maximum figure a local authority is permitted to charge for the licensing of premises under the Gambling Act 2005 as stated in 3.4 above. A breakdown of the change in fees and the maximum fee that can be charged is attached in Appendix B.

- 3.9 It is noted there is a reduction in fee levels (refer to Appendix A and B) and this is down to cost recovery regarding the amount of work carried out within the Gambling licensing regime, one of the factors being a reduction of Gambling Premises.

However, the fee income we receive is from annual fees of those currently licensed and there is no change in the income fee setting for annual fees going into 2026-2027.

The last new application this authority received was for an adult gaming centre in December 2022 and no other new applications has been received since this date. This authority has never received applications for Provisional Statements, Transfers, Variations and Reinstatements. The only income received are the annual fees for the eight premises only and as such there is no loss of income to the Authority.

4. REASONS:

- 4.1 The Authority has a duty to set fees and the charges set out represent a cost recovery within the Government's maximum levels.

5. RESOURCE IMPLICATIONS:

- 5.1 The fees in Appendix A are set out to ensure the recovery of reasonable costs.

6. WELLBEING AND FUTURE GENERATIONS IMPLICATIONS:

An evaluation has been provided in Appendix C to consider the effect of the schedule of Fees proposed for Gambling Premises Licence Fees for 2026-27.

7. CONSULTEES:

None

8. BACKGROUND PAPERS:

[Gambling Act 2005](#)

[The Gambling Act 2005 \(Licensing Authority Policy Statement\) \(England and Wales\) Regulations 2006](#)

[The Gambling \(Premises Licence Fees\) \(England and Wales\) Regulations 2007](#)

9. AUTHOR:

Linda O’Gorman

Principal Licensing Officer

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APPENDIX A

Gambling Act 2005 – Premises Licence Fees 21st May 2026 - 20th May 2027

Application Fee			
	Bingo Premises Licence	£1634	26% Decrease
	Adult Gaming Centre Premises Licence	£1311	3% Decrease
	Betting Premises (Track) Licence	£1780	29% Decrease
	Family Entertainment Centre Premises Licence	£1444	21% Decrease
	Betting Premises (Other) Licence	£ 913	33% Decrease
Application Fee for Premises with a Provisional Statement			
	Bingo Premises Licence	£1200	No Change
	Adult Gaming Centre Premises Licence	£1189	1% Decrease
	Betting Premises (Track) Licence	£ 950	No Change
	Family Entertainment Centre Premises Licence	£ 950	No Change
	Betting Premises (Other) Licence	£ 791	34% Decrease
Annual Fee			
	Bingo Premises Licence	£1000	No Change
	Adult Gaming Centre Premises Licence	£1000	No Change
	Betting Premises (Track) Licence	£1000	No Change
	Family Entertainment Centre Premises Licence	£ 750	No Change
	Betting Premises (Other) Licence	£ 600	No Change
Transfer Application Fee			
	Bingo Premises Licence	£1200	No Change
	Adult Gaming Centre Premises Licence	£1091	5% Decrease
	Betting Premises (Track) Licence	£ 950	No Change
	Family Entertainment Centre Premises Licence	£ 950	No Change
	Betting Premises (Other) Licence	£ 608	49% Decrease
Variation Application Fee			
	Bingo Premises Licence	£1587	9% Decrease
	Adult Gaming Centre Premises Licence	£1000	No Change
	Betting Premises (Track) Licence	£1250	No Change
	Family Entertainment Centre Premises Licence	£1000	No Change
	Betting Premises (Other) Licence	£ 865	34% Decrease
Provisional Statement Application Fee			
	Bingo Premises Licence	£1630	26% Decrease
	Adult Gaming Centre Premises Licence	£1307	3% Decrease
	Betting Premises (Track) Licence	£1776	29% Decrease
	Family Entertainment Centre Premises Licence	£1440	21% Decrease
	Betting Premises (Other) Licence	£ 909	33% Decrease
Application for Reinstatement Fee			
	Bingo Premises Licence	£1200	No Change
	Adult Gaming Centre Premises Licence	£1192	1% Decrease
	Betting Premises (Track) Licence	£ 950	No Change
	Family Entertainment Centre Premises Licence	£ 950	No Change
	Betting Premises (Other) Licence	£ 729	39% Decrease
Change of Circumstances Fee		£ 50	No Change
Duplicate Licence Fee		£ 25	No Change

APPENDIX B

	MAXIMUM PERMITTED FEES ALLOWED	MON C.C. EXISTING FEES ENDING 20 TH MAY 2026	MON C.C. FEE CALCULATION	MON C.C. PROPOSED FEE FROM 21 ST MAY 2026
Application Fee				
Bingo Premises Licence	£3,500	£2,208	£1,634	£1,634
Adult Gaming Centre Premises Licence	£2,000	£1,357	£1,311	£1,311
Betting Premises (Track) Licence	£2,500	£2,500	£1,780	£1,780
Family Ent Centre Premise Licence	£2,000	£1,830	£1,444	£1,444
Betting Premises (Other) Licence	£3,000	£1,363	£913	£913
Application Fee where Provisional Statement Previously Issued				
Bingo Premises Licence	£1,200	£1,200	£1,512	£1,200
Adult Gaming Centre Premises Licence	£1,200	£1,200	£1,189	£1,189
Betting Premises (Track) Licence	£950	£950	£1,702	£950
Family Ent Centre Premise Licence	£950	£950	£1,323	£950
Betting Premises (Other) Licence	£1,200	£1,200	£791	£791
Annual Fee				
Bingo Premises Licence	£1,000	£1,000	£1,373	£1,000
Adult Gaming Centre Premises Licence	£1,000	£1,000	£1,050	£1,000
Betting Premises (Track) Licence	£1,000	£1,000	£1,563	£1,000
Family Ent Centre Premise Licence	£750	£750	£1,183	£750
Betting Premises (Other) Licence	£600	£600	£652	£600
Transfer Application Fee				
Bingo Premises Licence	£1,200	£1,200	£1,340	£1,200
Adult Gaming Centre Premises Licence	£1,200	£1,169	£1,091	£1,091
Betting Premises (Track) Licence	£950	£950	£1,529	£950

Family Ent Centre Premise Licence	£950	£950	£1,224	£950
Betting Premises (Other) Licence	£1,200	£1,070	£608	£608
Variation Application Fee				
Bingo Premises Licence	£1,750	£1,750	£1,587	£1,587
Adult Gaming Centre Premises Licence	£1,000	£1,000	£1,263	£1,000
Betting Premises (Track) Licence	£1,250	£1,250	£1,776	£1,250
Family Ent Centre Premise Licence	£1,000	£1,000	£1,397	£1,000
Betting Premises (Other) Licence	£1,500	£1,317	£865	£865
Provisional Statement Application Fee				
Bingo Premises Licence	£3,500	£2,204	£1,630	£1,630
Adult Gaming Centre Premises Licence	£2,000	£1,353	£1,307	£1,307
Betting Premises (Track) Licence	£2,500	£2,500	£1,776	£1,776
Family Ent Centre Premise Licence	£2,000	£1,826	£1,440	£1,440
Betting Premises (Other) Licence	£3,000	£1,358	£909	£909
Application for Reinstatement Fee				
Bingo Premises Licence	£1,200	£1,200	£1,451	£1,200
Adult Gaming Centre Premises Licence	£1,200	£1,200	£1,192	£1,192
Betting Premises (Track) Licence	£950	£950	£1,640	£950
Family Ent Centre Premise Licence	£950	£950	£1,335	£950
Betting Premises (Other) Licence	£1,200	£1,200	£729	£729
Change of Circumstances Fee	£50	£50	£143	£50
Duplicate Licence Fee	£25	£25	£38	£25



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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

Name of the Officer completing the evaluation Jane Rodgers/Linda O’Gorman Phone no: 01873 735420 E-mail: janerodgers@monmouthshire.gov.uk , lindaogorman@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal Slight decrease in some discretionary fees (though some remain static if they have reached the threshold in accordance with The Gambling (Premises Licence Fees (England and Wales) Regulations 2007), .
Name of Service Licensing Public Protection Social Care, Safeguarding and Health	Date Future Generations Evaluation form completed 17/02/2026

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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc

- 1. Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Fee levels are set on a cost recovery basis, minimising costs to the trade. Sustainable fee levels	Use of the agreed All Wales Assessment Tool to assess cost recovery – Adopted by Director of Public Protection Wales – Licensing Expert Panel

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	will ensure quality service maintained, protecting vulnerable customers.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Not Applicable	Not Applicable
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The revised fee structure includes Licensing Officers providing guidance on awareness and service standards of vulnerable persons.	As stated
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Fee revenue ensures sustainable Licensing Service maintained, providing public reassurance Licensing standards are complied with.	As above
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Cost recovery to enable public safety and a fair process in dealing with applications/licence holders.	As above
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Fee recovery will ensure certificate displayed to the public is bilingual.	As above
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Fee levels should not preclude anyone to undertake their business in a fair and safe manner.	As above

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 Long Term Balancing short term need with long term and planning for the future	Slight fee decrease for any new applications along with variations and provisional statements. However, those licensed, the annual fee remains static to ensure the Licensing Service provides sustainable provision into the future.	As stated
 Collaboration Working together with other partners to deliver objectives	MCC Licensing have ensured reduced cost by working in partnership with the All Wales Licensing Expert Panel, Gwent Licensing Forum, which includes Local Government Licensing Officers, Police, Public Health and the Gambling Commission.	As stated
 Involvement Involving those with an interest and seeking their views	Schedule of fees advertised.	As stated
 Prevention Putting resources into preventing problems occurring or getting worse	Slight decrease in discretionary Gambling Premises fees (where applicable), some are static which will ensure a continuing service, incorporating preventative measures where necessary.	As above

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 Considering impact on all wellbeing goals together and on other bodies	Key service aim is to ensure safe venues, preventing problem gambling, etc.	As above

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Sustainable fee levels will ensure quality service maintained, protecting vulnerable customers.	Not Applicable	Not Applicable
Disability	As above.	Not Applicable	Not Applicable
Gender reassignment	Neutral	Not Applicable	Not Applicable
Marriage or civil partnership	Neutral	Not Applicable	Not Applicable

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Pregnancy or maternity	Neutral	Not Applicable	Not Applicable
Race	Neutral	Not Applicable	Not Applicable
Religion or Belief	Neutral	Not Applicable	Not Applicable
Sex	Neutral	Not Applicable	Not Applicable
Sexual Orientation	Neutral	Not Applicable	Not Applicable
Welsh Language	Information provided in Welsh	Not Applicable	Not Applicable

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
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Safeguarding	Fee set – to include guidance and policy promotion/risk assessments of venues to prevent harm from problem gambling and those who are vulnerable.	Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.	As above assessment conducted in line with approved standards.
Corporate Parenting	Not Applicable	Not Applicable	Not Applicable

5. What evidence and data has informed the development of your proposal?

All Gambling Premises fees and charges are reviewed annually, to ensure cost recovery in service delivery.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The Licensing service can meet customer expectations, and continue to protect the public.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
Work with Gambling Premises licence holders, namely, Adult	21 st May 2026	Linda O’Gorman	

Gaming Centres, Betting Shops and Racecourse			

8. **MONITORING:** The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	1st February 2027
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9. **VERSION CONTROL:** The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Licensing and Gambling Committee	17/03/2026	

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