

**PROCEDURE FOR APPEAL AGAINST THE  
REFUSAL OF THE HEAD OF DEMOCRATIC SERVICES OF AN  
APPLICATION FOR A STREET TRADING CONSENT**

**ORDER OF PROCEEDINGS**

- a) **The Chairman will introduce those present at the hearing and ensure that everyone understands the procedure to be followed.**
- b) **The Head of Democratic Services will briefly describe the application and his reasons for refusal.**
- c) **The Applicant will be given an opportunity to present his/her case.**
- d) **The Objector will then be given an opportunity to state why the application should be refused.**
- e) **Members will then be given the opportunity to ask questions of the Applicant.**
- f) **Members will then ask the Objector any questions.**
- g) **The Applicant may then ask the Objector questions.**
- h) **The Objector may then ask the Applicant questions.**
- i) **Members may then ask any further questions from either party.**
- j) **Both parties will then be asked to sum up, the Objector first followed by the Applicant.**
- k) **Members will then ask the Head Democratic Services if there are any further matters to be raised before the matter is considered.**
- l) **The Committee will then decide the appeal and may ask the Applicant, Objector(s), Head of Democratic Services and any other parties to leave while they make their deliberations. If all parties are asked to leave, the Committee Clerk will be the only person apart from Members to be allowed to remain. Any representative of the Legal Services Manager (if present) may be requested to remain by the Chairman.**
- m) **After consideration all parties will be invited to return and the Chairman will announce the decision.**