

## Highland Council

Minutes of the **Highland Licensing Committee** held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Tuesday, 13 January 2026 at 11.00am.

The webcast of the meeting will be available within 48 hours of broadcast and will remain online for 12 months: <https://highland.public-i.tv/core/portal/home>

**Present:** Dr C Birt, Mr J Bruce, Mr J Grafton, Mrs J Hendry, Ms L Johnston, Mr S Kennedy (Chair), Mr W Mackay (remote), Mr D Macpherson (from Item 8.1)

### **In Attendance:**

Ms C McArthur, Principal Solicitor, Regulatory Services  
Mr I Meredith, Solicitor, Regulatory Services  
Mr G Somers, Solicitor, Regulatory Services  
Ms M Duffy, Solicitor, Regulatory Services  
Mr M Elsey, Senior Licensing Officer  
Ms G MacPherson, Committee Officer

### **Also Attending:**

Sergeant Paterson, Police Scotland  
Mr K Mackay, Environmental Health Officer  
Mr A Stoddart, Licensing Standards Officer (Environmental Health)

Item 8.1: Shaun Dougan, Applicant

Item 9.1: Evan Munro, Licence Holder, Alexander Proctor, Representative

Item 11.1: Alan Grant, Landlord, Phyllis Grant, Representative

Item 16.1: Sylwia Tyczynska, Applicant

Item 16.2: Ellis Allan, Applicant, Laura Mitchell, Applicant's Property Manager, Angus Hughes, Objector

Item 16.3: Hugh Black, Objector

The Chair confirmed that the meeting would be webcast and gave a short briefing on the Council's webcasting procedure and protocol.

## **Business**

### **1. Apologies for absence Leisgeulan**

There were apologies for absence from Ms E Knox, Ms K MacLean, Mr K Rosie and Mr R Stewart.

### **2. Declarations of Interest/Transparency Statement Foillseachaidhean Com-pàirt/Aithris Fhollaiseachd**

There were no declarations of interest.

**3. Confirmation of minutes  
Dearbhadh a' Gheàrr-chunntais**

There had been submitted for confirmation as a correct record the minutes of meetings of the Committee held on 2 December 2025, the terms of which were **APPROVED**.

**4. Licences granted under delegated powers  
Ceadachdan a bhuilicheadh fo ùghdarras air a thiomnadh**

There had been circulated Report No HLC/01/26 by the Principal Solicitor which detailed all Licences granted under delegated powers under the Civic Government (Scotland) Act 1982 in the period from 20 November 2025 to 16 December 2025.

The Committee **NOTED** the report.

**4.1 Short Term Let Licences granted under delegated powers  
Ceadachd Aontaidhean Màil Geàrr-ùine Ceadachdan a bhuilicheadh fo ùghdarras air a thiomnadh**

There had been circulated Report No HLC/02/26 by the Principal Solicitor which detailed all Short Term Let Licences granted under delegated powers under the Civic Government (Scotland) Act 1982 in the period from 20 November 2025 to 16 December 2025.

The Committee **NOTED** the report.

**5. Pending applications – 3 monthly considerations  
Iarrtasan ri thighinn – beachdachaidhean 3 mìosach**

There had been circulated Report No HLC/03/26 by the Principal Solicitor relating to applications currently pending for the grant or renewal of licences under the Civic Government (Scotland) Act 1982.

The Committee **AGREED** to defer the determination of the applications, either:

(a) to allow them to be approved under delegated powers in the event that no objections/representations were received and all outstanding documentation had been received from the applicants; or

(b) to a future meeting of the Committee when the applications would be determined in terms of the Hearings Procedure.

**5.1 Short Term Let Pending applications – 3 monthly considerations  
Ceadachd Aontaidhean Màil Geàrr-ùine Iarrtasan ri thighinn – beachdachaidhean 3 mìosach**

There had been circulated Report No HLC/04/26 by the Principal Solicitor outlining the Short Term Let applications currently pending for the grant or renewal of licences under the Civic Government (Scotland) Act 1982.

The Committee **AGREED** to defer the determination of the applications, either:

- (a) to allow them to be approved under delegated powers in the event that no objections/representations were received and all outstanding documentation had been received from the applicants; or
- (b) to a future meeting of the Committee when the applications would be determined in terms of the Hearings Procedure.

**6. The Committee RESOLVED that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public be excluded from the meeting during discussion of the following items on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 7A of the Act.**

**7. Antisocial Behaviour etc (Scotland) Act 2004  
Private landlord registration  
Achd Dol A-mach Mì-shòisealta (Alba) 2004  
Clàradh Uachdarain Phrìobhaidich – Brathan Ùnnlagh Màil**

**7.1 Application for renewal of registration in the register of private landlords – Alan Bain**

There had been circulated to Members only Report No HLC/05/26 by the Principal Solicitor relating to an application for the renewal of a private landlord registration by Alan Bain (Ward 3 – Wick and East Caithness). The Committee was invited to determine this application in accordance with the Council's Landlord Registration Hearings Procedure.

The Committee **NOTED** the application had been withdrawn, at the applicant's request.

**8. Civic Government (Scotland) Act 1982  
Taxi driver's / operator's licences  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachdan Dhràibhearain / Oibrichean Tagsaidh**

**8.1 Application for a taxi driver's licence – Shaun Dougan**

There had been circulated to Members only Report No HLC/06/26 by the Principal Solicitor relating to an application which had been received from Shaun Dougan for the renewal of a taxi driver's licence (Ward 16 – Inverness Millburn). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee heard from Police Scotland and Shaun Dougan, the applicant.

Mrs J Hendry, seconded by Ms L Johnston, **MOVED** to refuse the application.

As an **AMENDMENT**, Mr D Macpherson, seconded by Mr S Kennedy, moved to grant the application.

On a vote being taken, the **MOTION** received 3 votes and the **AMENDMENT** received 5 votes, with no abstentions.

The **AMENDMENT** was therefore **CARRIED**, the votes having been cast as follows:-

**For the Motion:** Dr C Birt, Mrs J Hendry, Ms L Johnston.

**For the Amendment:** Mr J Bruce, Mr J Grafton, Mr S Kennedy, Mr D Macpherson, Mr W Mackay.

### **Decision**

The Committee **AGREED** to **GRANT** the application subject to the standard conditions.

**9. Civic Government (Scotland) Act 1982  
Private hire car driver's / operator's licences  
Achd Riaghaltais Chatharra (Alba) 1982  
Iarrtasan airson ceadaichdan do dhràibhearain / oibrichean chàraichean  
airson fastadh priobhaideach**

#### **9.1 Private hire car driver's licence – Evan Fraser Munro**

There had been circulated to Members only Report No HLC/07/26 by the Principal Solicitor relating to Evan Munro who was the holder of a private hire car driver's licence (Ward 5 – Wester Ross, Strathpeffer and Lochalsh). The Committee was invited to determine this matter in accordance with the Council's Hearings Procedure.

The Committee heard from Police Scotland, Alexander Proctor (the applicant's representative) and Evan Munro (the applicant).

Mr W Mackay, seconded by Mr J Bruce, **MOVED** to take no action.

As a **FIRST AMENDMENT**, Mrs J Hendry, seconded by Ms L Johnston, moved to revoke the licence with immediate effect.

As a **SECOND AMENDMENT**, Mr D Macpherson, seconded by Mr J Grafton, moved to suspend the licence with immediate effect for a period of 1 month.

On a vote being taken between the **FIRST AMENDMENT** and the **SECOND AMENDMENT**, there were 3 votes for the first amendment and 4 votes for the

second amendment, with 1 abstention. The **SECOND AMENDMENT** was therefore carried, the votes having been cast as follows:-

**For the First Amendment:** Dr C Birt, Mrs J Hendry, Ms L Johnston.

**For the Second Amendment:** Mr J Bruce, Mr J Grafton, Mr S Kennedy, Mr D Macpherson.

**Abstention:** Mr W Mackay

On a subsequent vote being taken between the **MOTION** and the **SECOND AMENDMENT**, there were 3 votes for the motion and 4 votes for the second amendment, with 1 abstention. The **SECOND AMENDMENT** was therefore carried, the votes having been cast as follows:-

**For the Motion:** Mr J Bruce, Mr S Kennedy, Mr W Mackay

**For the Second Amendment:** Dr C Birt, Mr J Grafton, Ms L Johnston, Mr D Macpherson

**Abstention:** Mrs J Hendry

## **Decision**

The Committee **AGREED** to **SUSPEND** the private hire car driver's licence with **IMMEDIATE EFFECT** for a period of 1 month (effective from 13/1/26). This was on the basis that the Committee agreed that Mr Munro's conduct had fallen below the standard expected of a fit and proper person.

### **10. The Committee returned to public proceedings for the following items**

#### **11. Antisocial Behaviour etc (Scotland) Act 2004 Private landlord registration Achd DoI A-mach Mì-shòisealta (Alba) 2004 Clàradh Uachdarain Phrìobhaidich – Brathan Ùnnlagh Màil**

##### **11.1 Application for renewal of registration in the register of private landlords – Alan Grant**

There had been circulated Report No HLC/08/26 by the Principal Solicitor relating to an application for the renewal of a private landlord registration by Alan Grant (Ward 4 – East Sutherland and Edderton). The Committee was invited to determine this application in accordance with the Council's Landlord Registration Hearings Procedure.

This item had been deferred during the last meeting of the Committee on 2 December 2025 to allow the landlord to initiate immediate repair works and put in place an action plan including timescales for all the required works to be undertaken.

Since the last meeting, the Environmental Health Officer had visited the landlord and a summary of the visit was provided. The Committee was then informed that the landlord went to France for a month and that no action plan had been received.

The landlord responded to various questions from the Committee and stated that he had spoken with a building contractor and that work had begun.

During the discussion, the Committee expressed that it was disappointed that there was no evidence of an action plan and there remained several concerns regarding the condition of the properties. It was felt that one further deferral would allow the landlord time to complete immediate repair works and it was asked that he immediately liaise with Environmental Health.

The Committee **AGREED** to **DEFER** the determination of the application for renewal of registration again until the Committee meeting on 31 March 2026, to allow the landlord a further period to complete the repair works.

It was further agreed that the landlord must immediately provide an action plan for all required works to be undertaken to Environmental Health, including timescales for all the works to be undertaken to ensure the properties met the tolerable and repairing standards.

It was further recommended to the landlord that should any of the properties become vacant within this period that he should not re-let the properties, but use the opportunity to complete the required works.

**12. Civic Government (Scotland) Act 1982  
Skin Piercing and Tattooing licence  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachdan Dhràibhearan / Oibrichean Tagsaidh**

**12.1 Application for the grant of a skin piercing and tattooing licence –  
Kauan Santiago**

There had been circulated Report No HLC/09/26 by the Principal Solicitor relating to an application which had been received from Kauan Santiago for the grant of a skin piercing and tattooing licence in respect of premises at Unit F, 68A High Street, Dingwall (Ward 8 – Dingwall and Seaforth). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee **NOTED** the application had been withdrawn, at the applicant's request.

**13. Civic Government (Scotland) Act 1982  
Boat Hire licence  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachas Fastadh Bhàtaichean**

**13.1 Application for the grant of a boat hire licence – Charles Cran-Crombie**

There had been circulated Report No HLC/10/26 by the Principal Solicitor relating to an application which had been received from Charles Cran-Crombie for the grant of a boat hire licence (Ward 21 – Fort William and Ardnamurchan). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee **NOTED** the application had been withdrawn, at the applicant's request.

**14. Civic Government (Scotland) Act 1982  
Window cleaner licence  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachdan luchd-glanaidh uinneagan**

**14.1 Application for the grant of a window cleaner licence - Fraser Cameron**

There had been circulated Report No HLC/11/26 by the Principal Solicitor relating to an application which had been received from Fraser Cameron for the grant of a window cleaner's licence (Ward 11 – Caol and Mallaig). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee **AGREED** to **GRANT DELEGATED POWERS** to the Principal Solicitor – Regulatory Services to **REFUSE** the application should a satisfactory copy of a public liability insurance certificate not be provided by 22 January 2026.

**15. Civic Government (Scotland) Act 1982  
Taxi driver's / operator's licences  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachdan Dhràibhearan / Oibrichean Tagsaidh**

**15.1 Application for a taxi driver's licence – Morven Moffatt**

There had been circulated Report No HLC/12/26 by the Principal Solicitor relating to an application which had been received from Morven Moffatt for the grant of a taxi driver's licence (Ward 12 – Aird & Loch Ness). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee **NOTED** the application had been withdrawn, at the applicant's request.

**16. Civic Government (Scotland) Act 1982  
Short Term Let licensing  
Achd Riaghaltais Chatharra (Alba) 1982  
Ceadachd Aontaidhean Màil Geàrr-ùine**

**16.1 Application for grant of a short term let licence – 23 Evan Barron Road, Inverness, IV2 4JA**

There had been circulated Report No HLC/13/26 by the Principal Solicitor relating to an application which had been received from Mrs Sylwia Tyczynska for the grant of a short term let licence (Ward 15 - Inverness Ness-side). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The applicant spoke in support of the application. She acknowledged the objectors' concerns, which included noise, waste management and parking. She confirmed that she directly managed the property, lived a few minutes away and was happy to share her contact information with neighbours should intervention be required. The property benefited from its own entrance and a video doorbell.

In terms of waste management, the applicant said she would take responsibility for correct bin usage and in terms of parking, she said that the use of the property as a short term let would have no impact as parking arrangements would remain the same whether it operated for short or long term occupancy.

The Licensing Solicitor provided clarification in respect of the points raised within the submitted objections which could not be taken into consideration when determining the licence application as they were outwith the specific grounds of refusal laid down in the licensing legislation, and the Committee noted that parts of the objections appeared speculative.

The Committee **AGREED** to **GRANT** the application subject to the mandatory licence conditions and the additional licence conditions.

**16.2 Application for grant of a short term let licence – 24 Maccoll Road, Cannich, IV4 7LP**

There had been circulated Report No HLC/14/26 by the Principal Solicitor relating to an application which had been received from Mrs Ellis Catriona Allan for the grant of a short term let licence (Ward 12 – Aird and Loch Ness). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The objector, Angus Hughes, noted that he was concerned about not knowing who would be next door, in addition to hearing noise from children and dogs,



some of which was during late hours, on account of the thin walls of the semi-detached property.

The applicant's property manager, Laura Mitchell, addressed the noise concerns and would provide contact details to neighbouring properties should a problem arise.

The Licensing Solicitor provided clarification in respect of the points raised within the submitted objections which could not be taken into consideration when determining the licence application as they were outwith the specific grounds of refusal laid down in the licensing legislation and also provided clarification on the additional licence conditions which would apply, should the licence be granted.

The Committee **AGREED** to **GRANT** the application subject to the mandatory licence conditions and the additional licence conditions.

### **16.3 Application for grant of a short term let licence – Shiro, Juniper Bank Caravan Park, Juniper Bank, Janet Street, Thurso, KW14 7EF**

There had been circulated Report No HLC/15/26 by the Principal Solicitor relating to an application which had been received from Mr Richard Lawrence on behalf of Shiro Holidays LTD for the grant of a short term let licence (Ward 2 – Caithness, Sutherland and Easter Ross). The Committee was invited to determine this application in accordance with the Council's Hearings Procedure.

The Committee firstly **AGREED** to hear the late objection from Hugh Black and it was circulated.

The objector highlighted his concerns which included the following:-

- the site map did not accurately reflect how the site looked;
- the applicant used an address belonging to the objector for correspondence and he intercepted postal workers to collect his mail. This address was also provided to guests; and
- burnt rubbish was frequently blown onto his property.

The objector was advised that some issues raised in his objection fell outwith the grounds the Committee could consider when determining the licence application as they were outwith the specific grounds of refusal laid down in the licensing legislation.

The Licensing Standards Officer (Environmental Health), Mr Stoddart, confirmed that he had visited the applicant in February 2025 and a summary of the visit was provided.

The Licensing Solicitor noted that the applicant had not returned their certificate of compliance, which would confirm that a public notice of application for their licence application was displayed at or near the premises

for a period of 21 days in line with statutory requirements. The Licensing Solicitor confirmed that the Licensing Team had been trying to get in touch with the applicant for a number of months, but they were unsuccessful in this regard.

The Committee **AGREED** to **REFUSE** the application under paragraph 5(3)(d) of Schedule 1 of the Civic Government (Scotland) Act 1982. The reason being due to the applicant failing to comply with the statutory requirement to submit to the licensing authority a certificate stating that he had displayed a notice at or near the premises for a period of 21 days.

The meeting ended at 3.35pm.