

Agenda Item	6.4
Report No	HLC/72/26

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 23 June 2026

Report title: Application for the grant of a short term let licence – 36 Grant Street, Wick, KW1 5AY (Ward 03 – Wick and East Caithness)

Report by: The Principal Solicitor – Regulatory Services

1. Purpose/Executive Summary

1.1 This report relates to an application for the grant of a short term let licence.

2. Recommendation

2.1 Members are asked to determine the application in accordance with the Council's hearings procedure.

3. Background

- 3.1 In terms of The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022, a licence is required for residential accommodation for use as a short term let.
- 3.2 Short term let means the use of residential accommodation provided by a host in the course of business to a guest, where all of the following criteria are met:
- The guest does not use the accommodation as their only or principal home
 - The short term let is entered into for commercial consideration
 - The guest is not:
 1. An immediate family member of the host
 2. Sharing the accommodation with the host for the principal purpose of advancing the guest's education as part of an arrangement made or approved by a school, college, or further or higher educational institution, or
 3. an owner or part-owner of the accommodation
 - the accommodation is not provided for the principal purpose of facilitating the provision of work or services by the guest to the host or to another member of the host's household
 - the accommodation is not excluded accommodation, and
 - the short-term let does not constitute an excluded tenancy

4. Application

- 4.1 On 30th March 2026 a validated application for the grant of a short term let licence was received from Miss Tanya Sinclair.
- 4.2 The property to which the application relates is 36 Grant Street, Wick, KW1 5AY (the "Premises"). A site plan was provided by the applicant as part of the application process and is attached as an appendix to this report (**Appendix 1**). The Premises are those coloured in blue on the plan on page 1 of Appendix 1.
- 4.3 The application for the short term let licence has been made on the basis that the said Miss Sinclair will be the host/operator of the Premises. The application was made after 1 October 2023 and, as such, the host/operator cannot operate the premises as a short term let until they have obtained a licence.
- 4.4 Miss Sinclair is named on the application as the owner of the Premises.
- 4.5 The person named on the application as being responsible for the day-to-day management of the Premises is the said Miss Sinclair.
- 4.6 The type of letting which has been applied for is 'secondary letting', which means the host/operator is letting a property where they do not normally live.
- 4.7 The Premises is described as a terraced dwellinghouse which can accommodate a maximum capacity of three guests.

Floor plans of the Premises were provided by the applicant as part of the application process, and these can be found on pages 2 and 3 of Appendix 1.

5. Process

5.1 The application was circulated to the following Agencies/Services for consultation:

- Police Scotland;
- Highland Council Environmental Health Service; and
- Highland Council Building Standards.

5.2 Police Scotland, the Highland Council's Environmental Health Service and the Highland Council's Building Standards Service have confirmed that they have no objections to the application.

5.3 The Scottish Fire & Rescue Service was not further consulted on the application as the fire safety checklist, which was completed by the applicant, pertaining to the application was deemed satisfactory.

6. Certificate of Compliance

6.1 The applicant has provided a certificate of compliance confirming that a public notice of application for their short term let licence was displayed at or near the Premises for a period of 21 days from 22 April 2026.

7. Public objections

7.1 It is open to any member of the public to submit an objection or representation in relation to an application for a licence for a short term let licence.

During the notice of display period, the following timeous objection was received and is attached as an Appendix to this report:

- Objection received by email on 15 May 2026 from Ms Lilly Hunter (**Appendix 2**).

8. Determining issues

8.1 Paragraph 5(3) of Schedule 1 of the Civic Government (Scotland) Act 1982 states that a licensing authority shall refuse an application to grant or renew a licence where:

- a) The applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either:
 - i. for the time being disqualified under section 7(6) of the Civic Government (Scotland) Act 1982, or;
 - ii. is not a fit and proper person to be the holder of the licence.
- b) The activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such licence if he made the application himself;
- c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may be,

that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

- (i) the location, character or condition of the premises or the character or condition of the vehicle or vessel;
- (ii) the nature and extent of the proposed activity;
- (iii) the kind of persons likely to be in the premises, vehicle or vessel;
- (iv) the possibility of undue public nuisance; or
- (iv) public order or public safety; or

d) there is other good reason for refusing the application.

If required, the Principal Solicitor – Regulatory Services will offer particular advice on the criteria relating to this particular application.

- 8.2 A copy of this report has been sent to the applicant and objector who, in the terms of paragraph 4(2) of the Civic Government (Scotland) Act 1982, have both been invited to attend and will be provided with an opportunity to be heard by the Committee.
- 8.3 Both parties have also been advised of the procedure which will be followed at the meeting which may also be viewed via the following link:

[Highland Licensing Committee Procedure for Hearings Applicants for License/License Holders](#)

9. Policies

9.1 The following policy is relevant to this application:

- Short-term let licensing policy statement (which includes the mandatory and additional licence conditions attached to all Short Term Let Licences):-

A copy of this policy can accessed [here](#) or a hard copy can be supplied where requested.

10. Implications

10.1 Not applicable.

Date: 20 May 2026

Author: Amy Smith

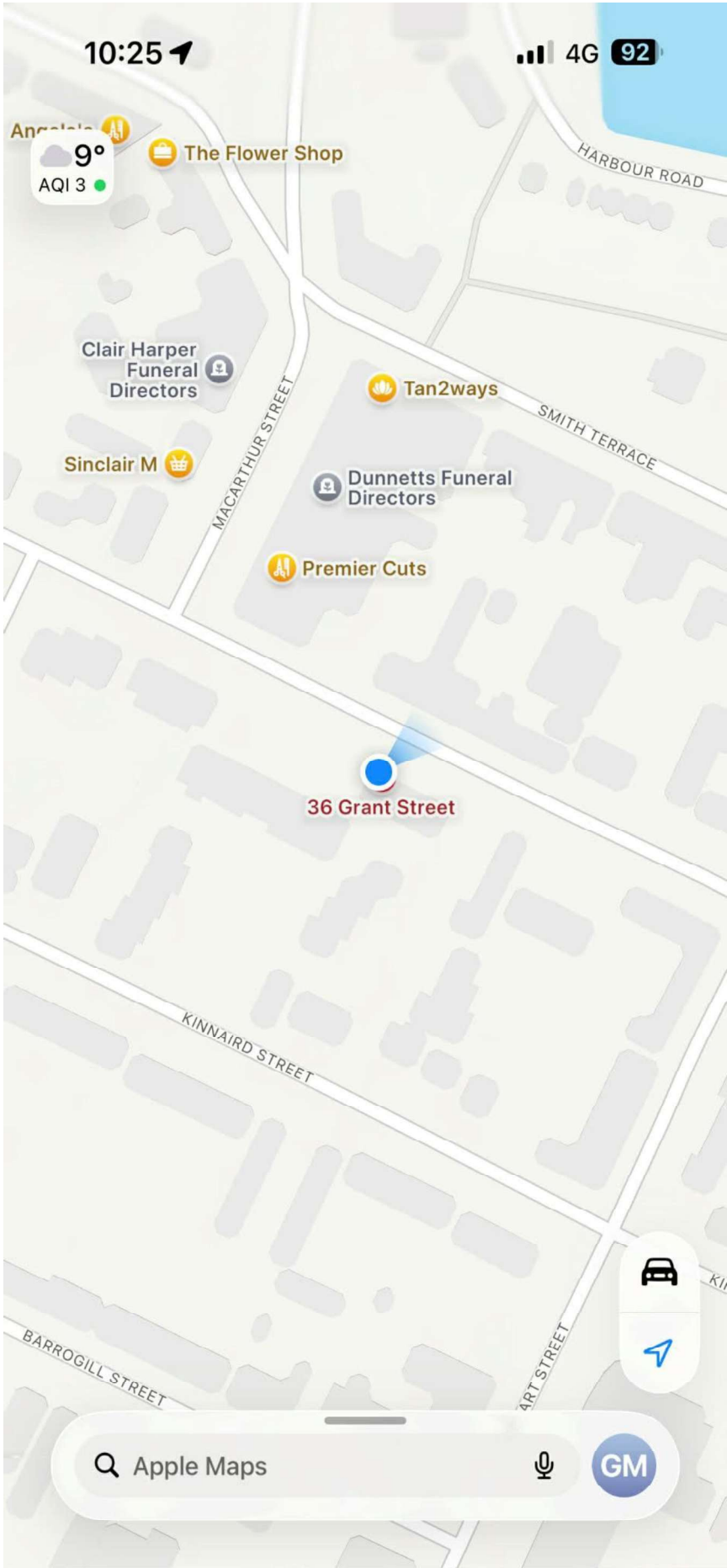
Reference: [FS798991291](#)

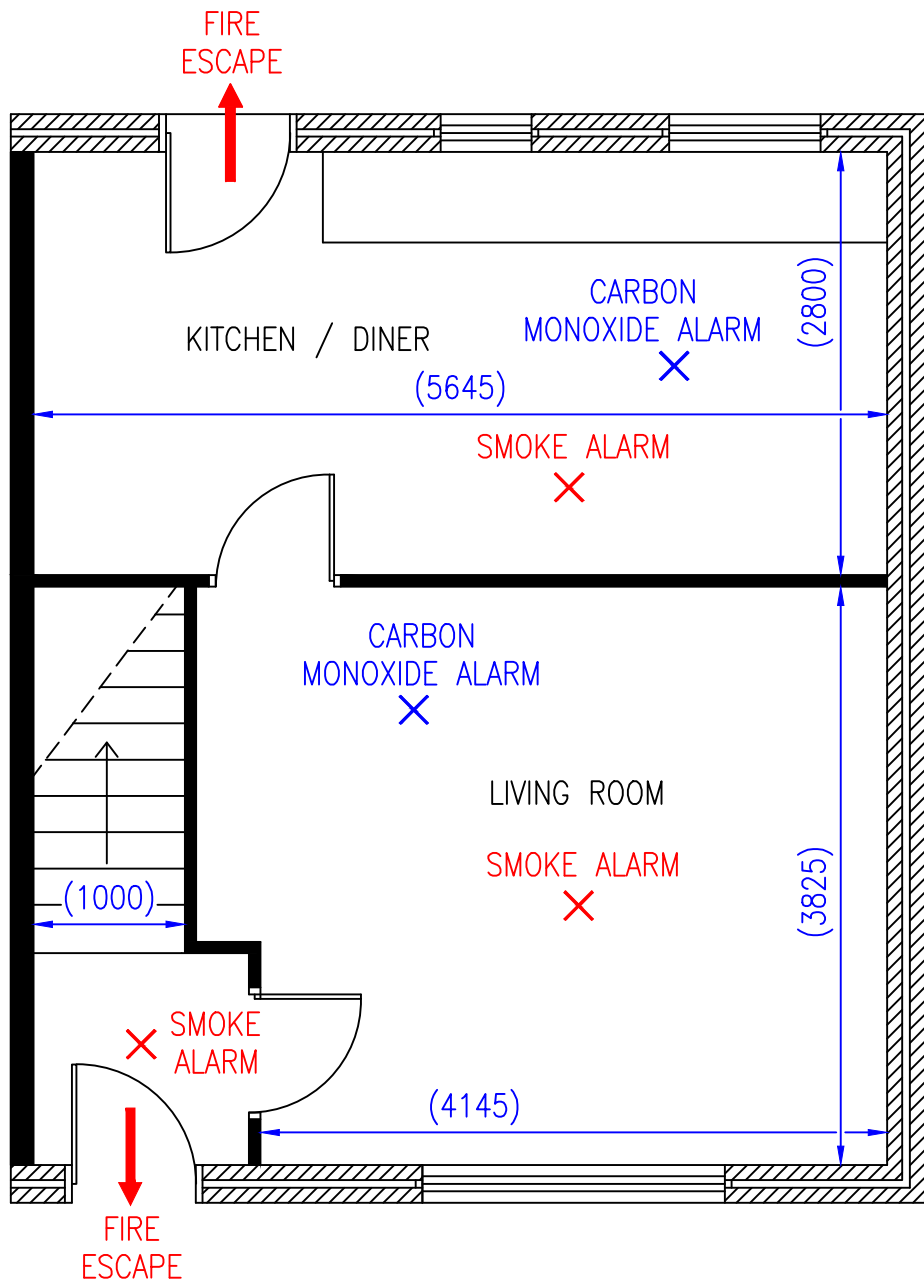
Background Papers:

- Civic Government (Scotland) Act 1982
- The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022

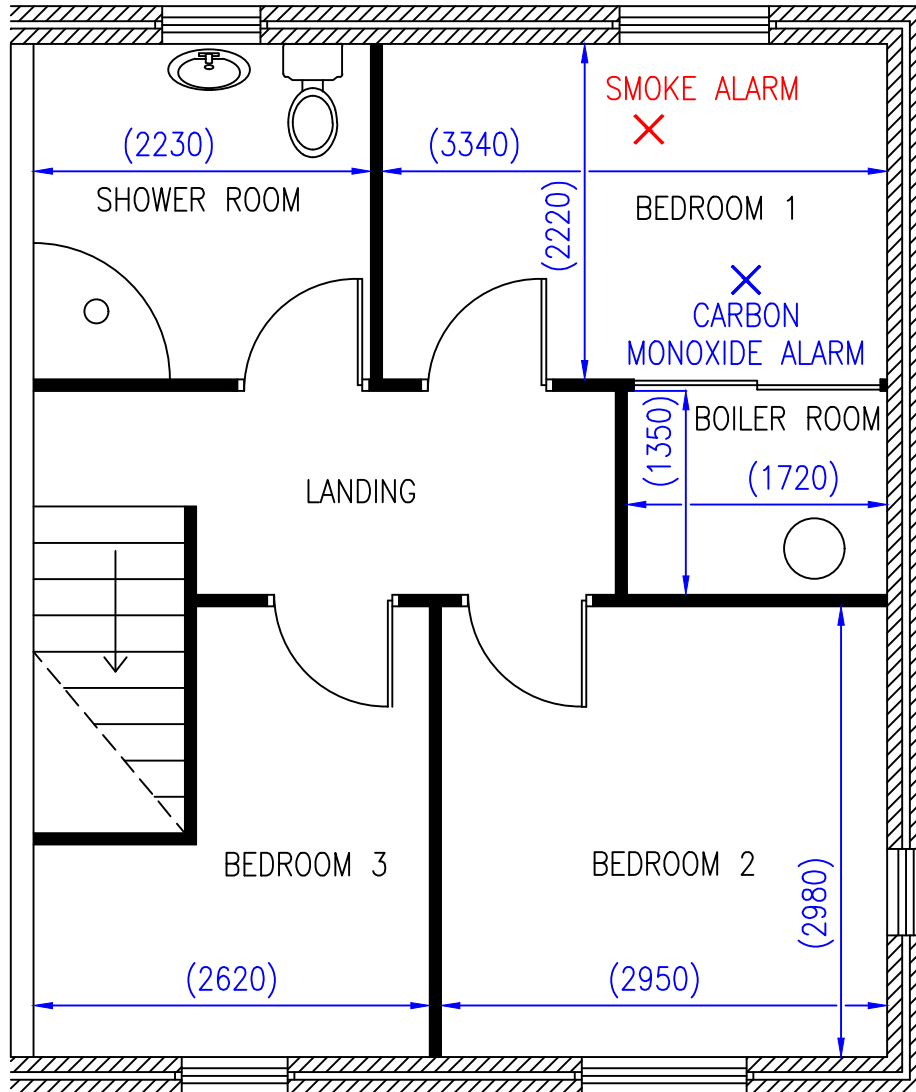
Appendices:

Appendix 1: Site plan detailing the extent of the Premises and floor plans for the Premises;
Appendix 2: Objection received by email on 15 May 2026 from Ms Lilly Hunter.





GROUND FLOOR
(SCALE 1:50)



FIRST FLOOR
(SCALE 1:50)

APPENDIX 2

From: [Lilly Hunter](#)
To: [STL Licensing](#)
Subject: Objection to STL application for 36 Grant St in Wick
Date: 15 May 2026 13:11:49
Attachments: [Objection STL 36 Grant St Wick.docx](#)
[Problems with house next door Pulteneytown Wick.pdf](#)

CAUTION: This email was sent from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi,

Please find attached my objection to the application for an STL for 36 Grant Street in Wick. If there are any problems opening the files, please let me know.

With best regards,

(Ms) Lilly Hunter

[Redacted]

tel: [Redacted]

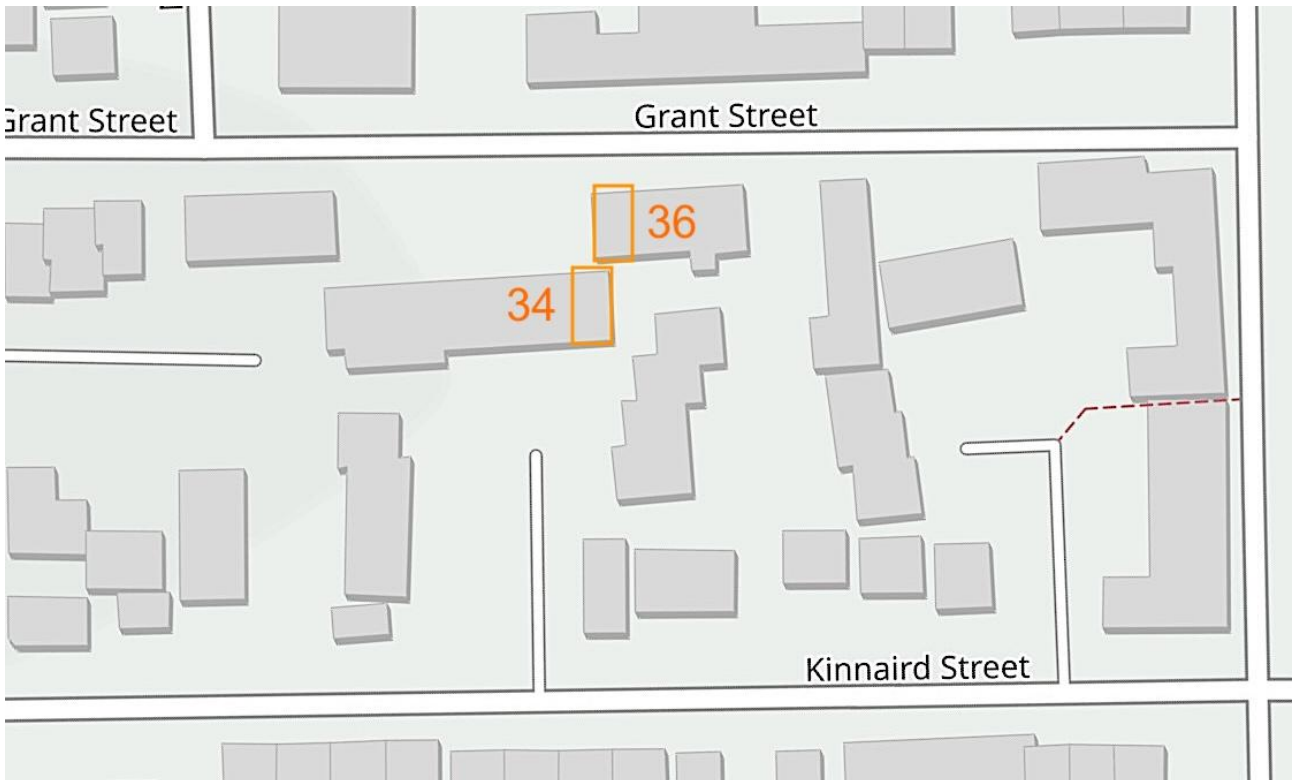
Objection STL 36 Grant St Wick

“Specify the grounds of the objection”

The two major reasons **36 Grant St in Wick** is not suitable as a short-term let:

1) **STRUCTURAL:**

Guests/tenants at Nr 36 have tended to smoke and/or use their mobile phones at the rear of the house. But since 36 and 34 were built “staggered”, activity that occurs at the rear of nr 36 is highly disruptive to any occupant of nr 34, as the rear area of that house is only about 4 meters



(two person-lengths) diagonally from the front bedroom/sitting room windows of nr 34, as the front and rear of these two houses are aligned.

2) **MANAGER DOES NOT TAKE PROPER RESPONSIBILITY FOR TENANTS' BEHAVIOUR NOR FOR THE PROPERTY:**

Since I moved into nr 34 nine years ago, most of the tenants that have lived at nr 36 have been a problem. This has ranged from noise and overloaded bins, to outdoor partying and drug abuse. These problems have sometimes been reported by me to the police but also once to a local councillor (please see email below). In the beginning I would contact Ms Sinclair by phone



Objection STL 36 Grant St Wick

(I obtained her number from one of the tenants), but she was evasive and clearly did not want to address any of the problems. Eventually she told me that she didn't want me to contact her anymore. I was always polite to her - it seemed she was just not interested in doing her job.

With regard to the property, one of the structural problems is that there is a long shared pathway between the front garden at nr 34 and the side of the house at nr 36. This pathway is the sole entrance to nr 34, but is also used to transport bins from the rear of 36 to the street.

Every attempt I have made to reach an agreement with the manager of nr 36 with regard to shared responsibility for keeping the path clear of rubbish, overgrowth and snow has been rudely rebuffed. So in my 70s, I have had to clear snow by myself and sweep the path in summer. There have also been recurrent problems with masonry falling down on my front garden from the chimney of nr 36 (twice), slates falling off their roof onto the shared pathway and broken roof guttering along that side. Now that they are seeking an STL, they sent a man round with a pressure washer to clean the pathway, but this is the only time in nine years they have done anything to help with that task.

Based on the behaviour of Ms Sinclair over the past nine years, I find it hard to believe she will do a responsible job of managing a short term let. When the house has been let out to groups of working men short term, there has been a lot of drinking and smoking cannabis at the rear of the house, often late at night.

Supporting documents:

From: [REDACTED]@contact.scotland.police.uk

Sent: 2026-03-07 03:08:29.000

To: [REDACTED]@scotland.police.uk

Subject: Police Contact Us Form [REDACTED]

Police Scotland Contact Us submission Name: Lilly Hunter Address: [REDACTED] Postcode: [REDACTED] Telephone number: [REDACTED] Email address: [REDACTED] Subject: Drug abuse in neighbourhood Details of query: I have new neighbours at 36 Grant St, which is a private rental property. Earlier in the week there were loud voices at the rear of the house in the early evening, and when I went out to investigate there was a strong drug smell in the air even at a distance of around 8 metres. I asked them to be quiet. Tonight at 02:45 am I was awakened by voices (my bedroom window is only about 4 metres from the rear of nr 36) and when I opened the window, the drug smell was incredibly strong. About a year ago I wrote to my local councillor to complain about the tenants at this property at that time, because in addition to the frequent drug consumption at the rear of the house, the tenants had put furniture outside at the front of the house which had stood there for around 6 weeks, and slates were falling off the roof onto the path up to my house. The tenants moved out shortly after, and it has been mainly empty since then. I think it is strange that the owners of this house so consistently rent out to people with drug problems and I want it to stop. Did you try and contact the police on 101: No Disclaimer acknowledged: Yes ID = cad5f27e-fb07-44ef-929c-8cd4fed00486 Include the following information if an IP address lookup needs to be performed. Date : 07/03/2026 Time : 03:08:28 IP

Here are two screenshots of a recent email correspondence with Police Scotland:



Milner, Lee

Cannabis [OFFICIAL]

To: [REDACTED]

7 March 2026 at 04:19

OFFICIAL

Lilly,

Police attended and as described there was a smell of Cannabis from the back garden. Police will look into this matter further. [REDACTED]

Regards,

Lee
N0486 Milner
Team 4
Wick Police Station
Bankhead Road
Wick
KW15LB
[REDACTED]

→ Please find .pdf of the email I sent to councillor Jarvie on 5 June 2025 attached as separate document.

Name and address of the person making the objection:

(Ms) Lilly Hunter

[REDACTED]
[REDACTED]

From: Lilly Hunter [REDACTED] 
Subject: Problems with house next door, Pulteneytown Wick
Date: 5 June 2025 at 15:40
To: andrew.jarvie.cllr@highland.gov.uk
Cc: [REDACTED]



Dear Councillor Jarvie,

I have looked all through the council website, but I can't figure out who to speak with. I hope you will be able to help or at least to direct me to the relevant office.

I live in a private rented house on [REDACTED]. There is another privately rented house [REDACTED] at 36 Grant Street. There is a fairly frequent turnover in tenants in that house, and while most of them have been fine, there have been problems with some of them.

I do not know who the owner of 36 Grant St is, so I don't know who to contact to complain.

Around six weeks ago a bare mattress and bits of a bed frame were dumped into the small paved area at the front of this house. This soft furniture gets soaked every time it rains, and I fear it may attract vermin. There are also tools strewn about the bed, which could be dangerous if children get their hands on them. I find it embarrassing every time I get a delivery or someone comes to visit me, because this is right next door to me.







In addition to this, I noticed from my upstairs window that a tile from their roof has come loose, and could fall at any time into the small lane which is the only access to my property. It feels unsafe:







I noticed there was someone in the rear garden of 36 Grant St a few days ago, and tried to get his attention through the gate - I spoke about the loose tile, but he just ignored me and did not respond. He seemed to be in some kind of trance.

I should also mention that I have had to report these tenants to the police a couple of times already because one of them routinely stands outside the garden door of the house, smoking cannabis. This is only about 4 meters from my sitting room window, and I do not like it when the smell gets into my house, or my garden. I don't want the smell of drugs associated with the area around my house. The police have not succeeded in catching the guy in the act as yet.

This is otherwise a quiet street with many older people. Having a drug abuser with a front garden full of discarded furniture - it's just a very bad fit. The owner of the house must remove the dangerous roof tile and the rubbish from the front garden. I don't know what the policy is among private landlords when it comes to illicit drugs being consumed on their properties.

I'm sorry to trouble you with this as I realise you must be very busy, but I really don't know who else to turn to. I have copied in my letting agent just to keep them in the loop.

Best regards,

(Ms) Lilly Hunter

[REDACTED]

Tel: [REDACTED]