

City Chambers  
DUNDEE  
DD1 3BY

3rd December 2025

Dear Colleague

**LICENSING BOARD – 11TH DECEMBER 2025**

Will you please attend a MEETING of **DUNDEE CITY LICENSING BOARD** to be held remotely on Thursday, 11th December 2025 at 10.00 am to consider the undernoted business.

Members of the Press or Public wishing to join the meeting should contact Committee Services on telephone (01382) 434205 or by email at [committee.services@dundeecity.gov.uk](mailto:committee.services@dundeecity.gov.uk) by no later than 12 noon on **Tuesday 9th December 2025.**

Yours faithfully

ROGER MENNIE

Clerk to the Licensing Board

**AGENDA OF BUSINESS**

**1 PREMISES LICENCE – REQUESTS FOR REVIEW**

- (i) In accordance with Schedule 3, Para 10 of the Licensing (Scotland) Act 2005, each premises licence holder must pay the annual fee by the 1 October each year. The licensing department by law, have to send a reminder letter out before the annual fee is due. This letter was sent out to the registered address of the premises or their legal agent during August 2025. If people had failed to pay by the 1 October 2025, then a second letter reminding them to pay immediately was sent out. LSOs contacted premises who had still failed to pay. The premises that have still not paid are listed below.

1. Bens Bar, 4/6 Arbroath Road
2. Discovery Beers and Food, Unit 6, Queens Hotel Building
3. Polepark Bar, 22/28 Polepark Road
4. The Boars Rock, 166 Arbroath Road
5. The Small Town Club, Upper Floor, 3 Session Street

**COUNCILLORS**

Heather ANDERSON  
Jimmy BLACK  
Stewart HUNTER

Ken LYNN  
Roisin SMITH  
Georgia CRUICKSHANK

George McIRVINE  
Pete SHEARS  
Daniel COLEMAN