(11) The Board shall serve a copy of their decision on every party to the case as soon as may be and shall cause particulars of their decision to be published in their official record.

(12) The Board shall furnish a copy of the reasons for their de-

cision to any person who so demands.

(13) If the Board are obliged by subsection (3) of section 2 of the Act to refuse an application, an indication to that effect shall be suf-

ficient reason for their refusal.

- (14) If the application in question contains the name and address of such persons as are referred to in sub-paragraph (k) (viii) of paragraph (1) Regulation 4 of these Regulations, the Board shall serve all such persons, being persons resident or having a place of business in the United Kingdom, any of the Channel Islands or the Isle of Man, with notice of their decision, clearly identifying the application to which it relates.
- (15) All the proceedings at a hearing of the Board in connection with a licence or proposal shall be recorded by a shorthand writer, or, if the Board think fit, by some other means, and if any party to the case before the Board shall so require within the time allowed under these Regulations for appealing from the decision of the Board, or if an appeal is lodged in accordance with these Regulations, the Board shall cause a transcript of the record to be made available for purchase by any person at a reasonable price:

Provided that a transcript of the record of proceedings conducted otherwise than in public shall only be required to be made available

for purchase by any party to the case.

Further provisions as to procedure

11.—(1) The quorum of the Board shall, unless the Board shall otherwise decide in relation to a particular case or class of cases, be three members.

(2) Every hearing by the Board shall be held in public unless the Board shall otherwise decide in relation to the whole or part of a par-

ticular case.

(3) Subject to the provisions of the Act, the failure of the Board or of any person to give any notice or publish any particulars in the time or manner provided for in these Regulations or any other procedural irregularity shall not invalidate the action taken by the Board, but may be a ground of appeal to the Minister; and the Board may, and shall if they consider that any person may have been prejudiced, take such steps as they think fit before reaching their decision to cure the irregularity, whether by the giving of any notice or the taking of any step or otherwise.

(4) For the exercise of their advisory functions under section 4 of the Act the Board may hear such persons as they think fit, and in that event they shall cause reasonable notice of the intended date, time, and place of the hearing to be published in their official record and to be served on such persons, if any, as they consider to be concerned

with the subject on which they are to advise.

## Conditions of licences

12.—In granting or varying a licence the Board may impose conditions of any of the following descriptions:—

(a) as to any of the matters referred to in sub-paragraphs (a) to (g) of paragraph (1) of Regulation 4 of these Regulations;