

Monday 10 June 2024

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## LICENSING COMMITTEE

You are summoned to a meeting of the Licensing Committee which will be held in Committee Room 1, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Tuesday 18 June 2024** at **10.00am**.



Giles Hughes  
Chief Executive

To: Members of the Licensing Committee

Councillors: Mark Walker (Chair), David Jackson (Vice-Chair), Jane Doughty, Edward James, Dan Levy, Andrew Lyon, Paul Marsh, Martin McBride, David Melvin, Sandra Simpson and Tim Sumner.

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

# AGENDA

1. **Apologies for Absence**  
To receive any apologies for absence.
2. **Declarations of Interest**  
To receive any declarations from Members of the Committee on any items to be considered at the meeting.
3. **Minutes of the Previous Meetings (Pages 3 – 14)**  
To approve the minutes of the previous meetings held on 29 August 2023 and 22 May 2024, and also approve previous meeting minutes of the Licensing Panel on 18 January 2024 and 16 May 2024.
4. **Participation of the Public**  
To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure, anyone who lives in the district or who pays council tax or business rates to the Council is eligible to read a statement or express an opinion at this meeting. You can register to speak by sending your written submission of no more than 750 words to [democratic.services@westoxon.gov.uk](mailto:democratic.services@westoxon.gov.uk), by no later than 10.00am on the working day before the meeting.
5. **Business and Planning Act 2020 – Update to Pavement Licensing Regime (Pages 15 – 34)**  
Purpose:  
To provide a draft Pavement License Policy Document for approval following the Levelling Up and Regeneration Act making permanent the pavement licensing regime.  
Recommendations:  
That the Licensing Committee Resolves to recommend to Council to:
  1. Approve the draft policy, subject to any further amendments; and
  2. Approve the new fees as detailed in paragraph 3.3 of the report.

(END)