

Tuesday, 13 May 2025

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LICENSING COMMITTEE

You are summoned to a meeting of the Licensing Committee which will be held at Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday, 21 May 2025 at the rising of the Audit and Governance Meeting.**



Giles Hughes
Chief Executive

To: Members of the Licensing Committee

Councillors: To be appointed at Annual Council

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. **Election of Chair**

Purpose:

To appoint a Chair for the Civic Year 2025/26.

Recommendation:

That a Chair of the Licensing Committee be elected for the Civic Year 2025/26.

2. **Election of Vice Chair**

Purpose:

To appoint a Vice Chair for the Civic Year 2025/26.

Recommendation:

That a Vice Chair of the Licensing Committee be elected for the Civic Year 2025/26.

3. **Apologies for Absence**

To receive any apologies for absence.

4. **Declarations of Interest**

To receive any declarations of interest from members of the Licensing Committee on any items to be considered at the meeting.

5. **Minutes of Previous Meeting (Pages 3 - 6)**

To approve the minutes of the previous meeting held on Monday 19 November 2024.

6. **Appointment of Licensing Sub Committees (Pages 7 - 12)**

Purpose:

To invite the Licensing Committee to appoint Sub-Committees for the Civic Year 2025/26.

Recommendations:

That the Licensing Committee resolves to:

1. Appoint five members of the Committee to the Miscellaneous Licensing Sub-Committee in accordance with political proportionality and the wishes of political groups (2 Liberal Democrat, 1 Conservative, 1 Labour, 1 Green), as set out in Annex A (to follow);
2. Note that Licensing Panel membership will comprise the Chair or Vice Chair of the Licensing Committee and two other members of the Licensing Committee drawn on an alphabetical rota basis from the remaining members of the Licensing Committee (subject to their availability and completion of licensing training prior to participation in a Licensing Panel meeting), as detailed in paragraph 3.3.

(END)