

Tuesday, 12 May 2026

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## LICENSING COMMITTEE

You are summoned to a meeting of the Licensing Committee which will be held in Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday, 20 May 2026 at the rising of the Audit and Governance Committee meeting after Annual Council or 2.31 pm (whichever is later).**



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 elect a Chair for the civic year 2026/27.

Recommendation:

That the Committee resolves to:

- I. Elect a Chair of the Licensing Committee for the civic year 2026/27.

2. **Appointment of Vice-Chair**

Purpose:

To appoint a Vice-Chair for the civic year 2026/27.

Recommendation:

That the Committee resolves to:

- I. Appoint a Vice-Chair of the Licensing Committee for the civic year 2026/27.

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 the Previous Meeting (Pages 3 - 6)**

To approve the minutes of the previous meeting held on Tuesday 9 December 2025.

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

Purpose:

To invite the Licensing Committee to appoint sub-committees for the civic year 2026/27.

Recommendations:

That the Licensing Committee resolves to:

- a) Appoint five members of the Licensing Committee to the Miscellaneous Licensing Sub-Committee in accordance with political proportionality and the wishes of political groups (2 Liberal Democrat, 2 Conservative, 1 Labour), as set out in Annex A.
- b) Note that Licensing Panel membership will comprise the Chair of 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 the licensing training prior to participation in a Licensing Panel meeting), as detailed in paragraph 4.3.

(END)