

Monday, 1 December 2025

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## LICENSING COMMITTEE

You are summoned to a meeting of the Licensing Committee which will be held in Committee Room 2, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Tuesday, 9 December 2025 at 10.00 am.**



Giles Hughes  
Chief Executive

To: Members of the Licensing Committee

Councillors: Mark Walker (Chair), David Jackson (Vice-Chair), Sandra Cosier, Jane Doughty, Edward James, 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 and temporary appointments**  
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 Meeting (Pages 3 - 6)**  
To approve the minutes of the previous meetings held on 21 May 2025
4. **Public Participation**  
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. **New Fee for Primate Licences (Pages 7 - 12)**  
Purpose of Report  
To seek approval to implement a fee for private licensing applications  
Recommendations  
That the Committee:
  - (i) Note the contents of the report and the implications of the Animal Welfare (Primate Licences) (England) Regulations 2024 on the Council; and
  - (ii) Recommend to Council that the fees applicable to Primate Keeper Licence applications are set as detailed in paragraph 3.9

(END)