

# Minutes

of a meeting of the

## General Licensing Committee



held on Thursday, 23 May 2024 at  
6.00 pm in Meeting Room 1, Abbey  
House, Abbey Close, Abingdon,  
OX14 3JE

**Open to the public, including the press**

### **Present in the meeting room:**

Councillors: Ben Manning (Vice-Chair in the Chair), Katharine Keats-Rohan, and Anne-Marie Simpson

Officers: Darius Zarazel (Democratic Services Officer)

### **1 Chair's announcements**

The chair welcomed everyone to the meeting, outlined the procedure to be followed and advised on emergency evacuation arrangements.

### **2 Apologies for absence**

Apologies for absence were received from Councillors Jo Robb, Axel Macdonald, Ali Gordon-Creed, Peter Dragonetti, and Kellie Hinton.

### **3 Minutes**

**RESOLVED:** to approve the minutes of the meeting held on 8 February 2024 as a correct record and agree that the Chair sign these as such.

### **4 Declarations of interest**

There were no declarations of interest.

### **5 Urgent business**

There was no urgent business.

### **6 Public participation**

There were no registered speakers.

## 7 Appointment of Taxi Panels

The committee considered a proposal to appoint sub-committees, agreed to be referred to as licensing panels, to consider matters under the Council's Taxi Licensing Policy.

**RESOLVED:** to

1. appoint sub-committees comprising any three members of the General Licensing Committee;
2. agree that the sub-committees be known as taxi licensing panels;
3. appoint each member of the General Licensing Committee to serve on any taxi licensing panel which is convened so as to include them in its membership, subject to them having attended appropriate training in the last 12 months;
4. authorise each taxi licensing panel to discharge all functions relating to matters referred to the committee or to its sub-committees under the Taxi Licensing Policy;
5. agree that, wherever possible, applications should be heard by a panel comprising the chair or vice-chair of the committee plus two other members of the committee, but that this should not affect the principle that any three members of the committee will constitute a properly appointed panel;
6. authorise the head of legal and democratic to invite an appropriate panel to conduct a scheduled hearing having regard to members' availability and eligibility to take part and ensuring that as far as possible all members of the committee have the opportunity to conduct hearings.

## 8 Appointment of General Licensing Panels

The committee considered a proposal to appoint sub-committees, agreed to be referred to as licensing panels, to consider individual cases of general licensing matters under the committee's remit for contaminated land, air quality, health and safety, street trading and street naming.

**RESOLVED:** to

1. appoint sub-committees comprising any three members of the General Licensing Committee;
2. agree that the sub-committees be known as general licensing panels;
3. appoint each member of the General Licensing Committee to serve on any general licensing panel which is convened so as to include them in its membership;
4. authorise each general licensing panel to discharge all functions relating to matters referred to the committee or to its sub-committees, other than under the Taxi Licensing Policy;

5. agree that, wherever possible, applications should be heard by a panel comprising the chair or vice-chair of the committee plus two other members of the committee, but that this should not affect the principle that any three members of the committee will constitute a properly appointed panel;
6. authorise the head of legal and democratic to invite an appropriate panel to conduct a scheduled hearing having regard to members' availability and eligibility to take part and ensuring that as far as possible all members of the committee have the opportunity to conduct hearings.

The meeting closed at 6.02 pm

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