

Agenda

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Licensing and Registration Sub Committee

Date: **Tuesday 26 April 2016**

Time: **4.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

Licensing and Registration Sub Committee

Membership

Chair

Vice-Chair

Councillor Van Coulter
Councillor Gwynneth Royce

Councillor Mary Clarkson
Councillor Dick Wolff

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AGENDA

Pages

1 APOLOGIES FOR ABSENCE

2 ELECTION OF CHAIR FOR THE REMAINDER OF THE 2015/16 MUNICIPAL YEAR

3 DECLARATIONS OF INTEREST

4 PROCEDURE TO BE FOLLOWED

Guidance is attached

7 - 10

5 APPLICATION FOR A NEW STREET TRADING SITE

The Head of Planning & Regulatory Services has submitted a report which details an application from Mr Khalid Shihadeh for the renewal of street trading site at 25 St Aldate's End, Pembroke Square, Oxford.

11 - 24

6 MINUTES

Minutes from 20 April 2015

25 - 26

Recommendation: That the minutes of the meeting held on 20 April 2015 be APPROVED as a true and accurate record.

7 DATES OF FUTURE MEETINGS

The Sub Committee is scheduled to meet, if required, on the following dates:

23 May 2016

20 June 2016

11 July 2016

1 August 2016

22 August 2016

12 September 2016

4 October 2016

24 October 2016

14 November 2016

1 December 2016

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.