

Agenda

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Licensing and Registration Sub Committee

Date: **Monday 7 October 2013**

Time: **5.30 pm**

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

For any further information please contact:

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Licensing and Registration Sub Committee

Membership

Chair

Vice-Chair

Councillor Van Coulter	Barton and Sandhills;
Councillor Gwynneth Royce	St. Margaret's;
Councillor Mary Clarkson	Marston;
Councillor Rae Humberstone	Blackbird Leys;

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AGENDA

Pages

1 **ELECTION OF CHAIR FOR THE REMAINDER OF THE COUNCIL YEAR**

2 **ELECTION OF VICE CHAIR FOR THE REMAINDER OF THE COUNCIL YEAR**

3 **APOLOGIES FOR ABSENCE**

4 **DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance on this is set out at the end of these agenda pages.

5 **PROCEDURE TO BE FOLLOWED**

1 - 6

Guidance is attached

6 **APPLICATION FOR A NEW STREET TRADING SITE.**

7 - 22

Report of the Head of Environmental Development attached.

The Miscellaneous Licensing Team has received an application for Street Trading Consent from Mr Timothy Chapple and Mr Matthew Barlow.

Mr Chapple and Mr Barlow have applied to trade from a new proposed site on Broad Street, Oxford

The Sub Committee is requested to determine the application.

7 **MINUTES**

23 - 26

Minutes of the meeting held on 20th August 2013 attached

8 **MATTERS EXEMPT FROM PUBLICATION**

If the Sub Committee wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding agenda items it will be necessary for the Sub Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long, as in all the circumstances of the

case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

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; licences 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.

¹ Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member’s spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

