

**Minutes of a meeting of the
Licensing & Gambling Acts Casework Sub-
Committee
on Monday 20 April 2026**

www.oxford.gov.uk



Committee members present:

Councillor Lygo

Councillor Ottino (Chair)

Councillor Yeatman

Officers present for all or part of the meeting:

Uswah Khan, Committee and Member Services Officer

Tanaka Merralls, Legal Advisor

Emma Thompson, Senior Licensing Compliance Officer

109. Election of Chair for the hearings

Councillor Lygo proposed and Councillor Yeatman seconded, Councillor Ottino as Chair.

Councillor Ottino was elected as Chair for the duration of the meeting.

110. Apologies for absence

None.

111. Declarations of Interest

None.

112. Procedure for the hearing

The Sub-Committee noted the relevant procedure.

113. Application for a variation to a Premises Licence – The Library, 182 Cowley Road, Oxford, OX4 1UE

The Chair invited all attendees to introduce themselves.

The Senior Licensing Compliance Officer presented a summary of the report in relation to an application submitted by Hentom Pubs Ltd for a variation to a premises license in respect of 182 Cowley Road, Oxford.

The key matters for consideration included:

- Supply of Alcohol: (On and Off Sales)
 - Sunday to Monday 11.00 hours to 00.00 hours (no increase of hours)
 - Tuesday to Thursday 11.00 hours to 01.00 hours (an increase of 1 hour)
 - Friday to Saturday 11.00 hours to 02.00 hours (an increase of 2 hours)
 - (Off-sales of alcohol will cease at 23:00 hours daily)
- Provision of Recorded Music: (Indoors and Outdoors)
 - Sunday to Monday 11.00 hours to 00.00 hours (no increase of hours)
 - Tuesday to Thursday 11.00 hours to 01.00 hours (an increase of 1 hour)
 - Friday to Saturday 11.00 hours to 02.00 hours (an increase of 2 hours)
 - (Outdoor recorded music will be background-level only, will be limited in volume, and will cease at 23:00 hours on all days)
- Late Night Refreshment: (Indoors Only)
 - Sunday to Monday 23.00 hours to 00.00 hours (no increase of hours)
 - Tuesday to Thursday 23.00 hours to 01.00 hours (an increase of 1 hour)
 - Friday to Saturday 23.00 hours to 02.00 hours (an increase of 2 hours)
 - (Customers may consume food within the premises or in the external garden area)
- Opening hours:
 - Sunday to Monday 11.00 hours to 00.00 hours
 - Tuesday to Thursday 11.00 hours to 01.00 hours
 - Friday to Saturday 11.00 hours to 02.00 hours
 - (The premises will close no later than 30 minutes after the conclusion of the final licensable activity as existing)
- Non-standard Timings:
 - Christmas Eve until 01:00 hours the following day.
 - New Year Eve until 03:00 hours the following day.

- May Morning until 02:00 hours (no increase in hours for non-standard timings)

The Senior Licensing Compliance Officer noted that two Responsible Authorities responded to the variation application during the consultation period, however no valid objections were received. One representation had been received from an Interested Party that was found in appendix 4. The representation highlighted concerns with how the licence failed to uphold the Crime and Disorder, Public Nuisance licensing objectives.

The Sub-Committee were reminded that when considering any representations, only issues relating to the four licensing objectives could be considered and appropriate weight given to the importance and relevance of each representation.

In making its decision, Members were also reminded that they had to regard the Home Office statutory guidance issued under section 182 of the Licensing Act 2003 and the Council's own Statement of Licensing Policy.

The Chair thanked the Senior Licensing Compliance Officer and invited questions from the Sub-Committee; there were none

The Chair invited questions from the Legal Advisor; there were none.

The Chair invited the applicants to present their case. Mr Cullen and Mr Reynolds were in attendance to present the application to the Sub-Committee.

Mr Reynolds addressed the Sub-Committee and explained that the premises had been a long-established public house, operating for 15 years. He stated that they had not received any feedback from the police authorities during that time, nor had they received any complaints. Mr Reynolds explained that they lived locally and cared about the residents. He added that they had not generated crime, disorder or litter in previous years and that this would not change with the proposed extension. Mr Cullen addressed the issues raised in the objection. In relation to litter, he said they did not tolerate it and made active efforts to clear the area outside the venue. Regarding noise, he explained that they had been investigating soundproofing measures so they could monitor levels and take any necessary action. They had also purchased a noise decibel meter and were willing to take further steps to address concerns. He added that they were considering providing a direct contact number so any issues could be raised and dealt with in real time. Furthermore, Mr Cullen noted that he would have liked to clarify whether the Interested Party represented local residents, as they had not received any feedback over the past 15 years. He stated that he had personally reached out but had received no response. Mr Cullen added that they had contacted the noise department at the Council for advice and were willing to do whatever they could to minimise their impact on the local community.

The Chair thanked Mr Cullen and Mr Reynolds and invited questions from the Sub-Committee.

Councillor Yeatman asked whether the venues garden posed a greater risk of disturbance if a later licence were granted. Mr Cullen explained the layout of the garden, stating that music would cease at 11pm and that the area was well constrained within surrounding walls. He described how sound travelled within the space and said it did not escape due to the structure of the premises. He added that they had taken a monitoring device along Bullingdon Road and found that, past the art school behind the venue, the noise was no longer audible. Mr Reynolds added that they would continue to operate as they always had and would maintain their respect for the local area.

The Chair asked about risk assessments in relation to door staff. Mr Cullen responded that with upcoming events such as football world cup matches, they would assess the need for door staff depending on the timing and expected attendance. He explained that door staff would be employed to manage numbers and ensure capacity was not exceeded, noting there had been no incidents requiring intervention in the past 15 years.

The Chair asked whether there might be issues with people arriving from other venues during the final half hour, potentially creating management challenges. Mr Cullen responded that they would manage those already inside the premises and expected that most people would remain. He indicated that they would take appropriate steps to manage the situation if required.

The Chair invited summaries.

To summarise, the Senior Licensing Compliance Officer reminded Members of the four licensing objectives and to make decisions as per details in report.

Mr Cullen, Mr Reynolds and the Senior Licensing Compliance Officer left the room to allow the Sub-Committee to deliberate.

The Sub-Committee deliberated in private.

Mr Cullen, Mr Reynolds and the Senior Licensing Compliance Officer rejoined the meeting.

The Chair welcomed all attendees back to the meeting and delivered the decision of the Sub-Committee.

The Sub-Committee resolved to:

- **Grant** the variation to the premises licence and conditions as applied for in the report.

The Chair reminded the applicant and all other parties to the hearing of their right to appeal the Sub-Committee's decision should they be dissatisfied.

Mr Cullen and Mr Reynolds thanked the Sub-Committee and left the meeting.

114. Dates of Future Meetings

The Sub-Committee noted the date of the next meeting.

The meeting started at 6pm and ended at 6.25pm.