

Minutes of a meeting of the General Purposes Licensing Casework Sub- Committee on Monday 3 June 2024

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Committee members present:

Councillor Mundy (Chair) (*substitute for
Councillor Clarkson*)

Councillor Sandelson

Councillor Yeatman

Officers present for all or part of the meeting:

Alison Daly, Legal Adviser

Matthew Stead, Senior Licensing Officer

Celeste Reyeslao, Committee and Member Services Officer

Apologies:

Councillor(s) Clarkson sent apologies.

Substitutes are shown above.

11. Declarations of Interest

None.

12. Procedure to be followed at the meeting

The Sub-Committee noted the procedure for the hearings, the Council's Street Trading Policy.

13. Street Trading Application for Pannekoek, Summertown Cycles

The Head of Planning and Regulations had submitted a report to inform the determination of a street trading application on land to the front of Summertown Cycles.

Mr Alec Leslie (applicant) and Matthew Stead, Senior Licensing Officer, joined the meeting.

The Chair explained the hearing procedures to be followed and asked all attendees to introduce themselves.

The Senior Licensing Officer presented a summary of the report, stating that the application involved a trading spot which had not been occupied previously and situated on private land. It was highlighted that Mr Leslie had written permission by the

owner of Summertown Cycles to establish his business on the private land. He further explained that Mr Leslie would be trading using a converted horsebox offering coffee, tea, hot chocolate, pastry and other selection of things.

It was noted that the application had been subject to a 14-day consultation in accordance to the Council policy. No responses were received in relation.

The Sub-Committee was reminded that it was required to determine the application based on the contents of the full report which had been included in the agenda pack circulated prior to the meeting.

In response to a question, the Senior Licensing Officer clarified that Mr Leslie had indeed applied to trade on private land as illustrated on page 14 of the pack.

Mr Leslie was invited to address the Sub-Committee. He thanked the panel for the opportunity to speak and proceeded to present his case. He identified a market for a coffee-focused shop in the area as current options were either chain establishments or food-centric cafes, adding that the closest local coffee shop was located at the opposite end of Summertown.

Mr Leslie indicated that his business would focus on excellent coffee and a positive working environment for all involved. He emphasised that the proposed street trading spot would be on a private land where his coffee shop would be consolidated with the local bike shop.

He informed the Sub-Committee about discussions with the shop owners in relation to how the horsebox could be integrated into the land and potential collaborations, highlighting the benefit to the local cycling community.

Mr Leslie highlighted his passion for coffee, cycling and community service, reiterating his aim to provide excellent coffee, create a positive working environment, and enhance the local setting through his coffee business.

In response to questions from the Sub-Committee, the following points were provided:

- The horsebox would be placed on the right front of the land where a bike rack was previously situated, leaving ample room to access the shop.
- Mr Leslie would trial the operating hours of his coffee shop, not exceeding 1700 on any given day.
- Depending on business volume, additional staff would be employed and properly trained on food handling and hygiene.

In relation to space management, Mr Leslie expressed confidence that there was enough room for people to queue and assured that clients would not cause any obstructions on the pavement. He proposed further mitigating actions, including the use of tables and chairs.

Mr Leslie summarised by stating his intention to use a local supply of coffee and mentioned that he had already formed relationships with local businesses and the community.

The Chair thanked Mr Leslie and the Senior Licensing Officer for their contributions. They were asked to leave the room while the Sub-Committee considered the application.

The Sub-Committee noted the representations made at this hearing. The Sub-Committee considered the timings requested and raised no concerns. Having considered all submissions, the Sub-Committee agreed to approve the proposed street trading application.

The Senior Licensing Officer and Mr Leslie re-joined the meeting and were informed of the Sub-Committee's decision.

The General Purposes Licensing Casework Sub-Committee resolved to:

- **Grant** Mr Leslie's application until 31 March with one additional condition that tables and chairs must be locked away inside the premises or horsebox during the hours of non-operation.
- **Grant** the trading hours applied for: Monday to Saturday 0800 - 1700 and Sunday 1000 - 1500.

Mr Leslie was reminded that there is no statutory right of appeal to the Sub-Committee's decision set out above.

14. Street Trading application to extend the terminal hour of trading

The Head of Planning and Regulations had submitted a report to inform the determination of a street trading application to extend the terminal hour of trading.

Mr Tasneem Shabbir (applicant) and Matthew Stead, Senior Licensing Officer, joined the meeting.

The Chair explained the hearing procedures to be followed and asked all attendees to introduce themselves.

The Senior Licensing Officer presented a summary of the report, stating that Mr Shabbir was granted permission to trade from a long-standing street trading spot on George Street in July 2023. Mr Shabbir's consent was granted in accordance with the policy of standard nighttime street trading hours of 1830 to 0300.

The Sub-Committee was informed that no complaints had been filed against Mr Shabbir's manner of trading. Additionally, Mr Shabbir had demonstrated cooperation with the requirements of the County Council in relation to road works in George Street by agreeing to relocate his van when necessary.

Mr Shabbir submitted additional materials, including video and photographs showing patrons arriving at his kebab van past the terminal hour of his operation. The Sub-Committee agreed to consider the additional materials submitted.

The Sub-Committee was reminded that it was required to determine the application based on the contents of the full report included in the agenda pack circulated prior to the meeting.

In response to a question, Mr Shabbir stated that he was aware of three street traders who were successfully granted an extension of hours.

Mr Shabbir addressed the Sub-Committee. He thanked the panel for the opportunity to speak and presented his request for an extension of hours until 0400. He explained that he faced issues on weekends having to refuse service to aggressive customers due to his current consent requiring him to cease operations at 0300. He mentioned that extending his hours would also allow him to serve local workers who finished work at this odd hour and had become regular customers.

Mr Shabbir made a further request for a permanent marking of his street trading spot to address and prevent other road users from blocking it, further stating that this would support his application for an electricity permit.

The Legal Adviser asked the Senior Licensing Officer to clarify how street traders such as Mr Shabbir could obtain a permanent marking. The Senior Licensing Officer stated that the City Council was currently working on a scheme with the County Council to permanently mark all street trading spots in the city centre, and eventually all street trading spots in the city. This would be achieved through changes in the Traffic Restriction Order which was hoped to be implemented later in the year, addressing the unauthorised use of these trading spots. He further stated that both councils had already identified some permanent street trading spots in the centre, including one approximately located where Mr Shabbir was currently trading.

Mr Shabbir concluded by reiterating his request for an extension of his operating hours, emphasising the positive feedback he had so far received, particularly from the Licensing Authority. He expressed hope that the Sub-Committee had understood and accepted his representations.

The Chair thanked Mr Shabbir and the Senior Licensing Officer for their contributions. They were asked to leave the room while the Sub-Committee considered the application.

The Sub-Committee noted the representations made at this hearing. Having considered all submissions, the Sub-Committee agreed to approve the proposed street trading application to extend the terminal hour of trading to 0400 on Thursday, Friday and Saturday.

The Senior Licensing Officer and Mr Shabbir re-joined the meeting and were informed of the Sub-Committee's decision.

The General Purposes Licensing Casework Sub-Committee resolved to:

- **Grant** Mr Shabbir's street trading consent to extend the terminal hour of trading to 0400 on Thursdays, Fridays and Saturdays as set out in Section 17.2 of the Oxford City Council Street Trading Policy.

Mr Shabbir was reminded that there is no statutory right of appeal to the Sub-Committee's decision set out above.

15. Dates of future meetings

The dates of future meetings were noted.

The meeting started at 6:03 pm and ended at 7:35 pm

Chair

Date:

When decisions take effect:

Cabinet: after the call-in and review period has expired

*Planning Committees: after the call-in and review period has expired and the formal
decision notice is issued*

All other committees: immediately.

Details are in the Council's Constitution.