

Agenda

General Purposes Licensing Casework Sub-Committee Special Meeting

This meeting will be held on:

Date: **Monday 3 November 2025**

Time: **6.00 pm**

Place: **Long Room - Oxford Town Hall**

For further information please contact:

Hannah Carmody-Brown, Committee and Member Services Officer,
Committee Services Officer

📞 01865 252946

✉ DemocraticServices@oxford.gov.uk

Access to all or the majority of this meeting is limited to committee members; officers attending to assist the committee or present reports; and those invited to attend. The reasons for these restrictions are set out for each item later in the agenda

Members of the public may only observe during the open part(s) of the meeting and must leave the meeting during the restricted parts.

*View or subscribe to updates for agendas, reports and minutes at
mycouncil.oxford.gov.uk.*

All public papers are available from the calendar link to this meeting once published

Committee Membership

Councillors: Membership 3: Quorum 2: substitutes are permitted.

Councillor Simon Ottino	C
Councillor Lois Muddiman	A,C
Councillor James Taylor	D

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

Agenda

	Pages
Part One - Public Business	
1 Apologies for absence	
2 Declarations of Interest	
3 Procedure to be followed at the meeting Guidance on the procedure to be followed is attached. The Council's Policy on Street Trading is attached.	7 - 32
4 Peripatetic Street Trading Application For the Sub-Committee to consider the report and reach a decision.	33 - 44
5 Street Trading Application For the Sub-Committee to consider the report and reach a decision.	45 - 58
6 Street Trading Application For the Sub-Committee to consider the report and reach a decision.	59 - 72

Information for those attending

Recording and reporting

Members of public and press can record, or report in other ways, the parts of the meeting open to the public.

It is not permitted to record or report or make public any part which is not open to the public apart from the formal record of the meeting.

The Council asks those recording to follow the protocol which can be found on the Council's [website](#). Those speaking in the open part of the meeting should be aware that they may be recorded during their speech and any follow-up. Those attending a meeting should be aware that recording may take place and that they may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

Councillors 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.

OXFORD CITY COUNCIL

General Purposes Licensing Casework Sub-Committee

HEARING PROCEDURE for Hackney Carriages and Private Hire licensing (hearings held in private), Street Trading consents and Sex Establishment licenses (hearings held in public)

The Meeting

The General Purposes Licensing Casework Sub-Committee (Sub-Committee) consists of three members of the General Purposes Licensing Committee. With the consent of the applicant, or person who is subject of the hearing, the Sub-Committee can consist of two councillors. The Sub-Committee is responsible for reaching a decision upon the application having heard representations and considering all relevant material presented.

All members must be present throughout the hearing. If for any reason a member needs to withdraw during the proceedings the hearing should be temporarily adjourned until the member returns, or the member should not participate any further in the hearing. Any departure should therefore be avoided wherever possible. A member who arrives after the hearing has commenced is not allowed to participate in that hearing.

Closed and Open Hearings

Street Trading hearings shall normally take place in public. However, the Sub-Committee may exclude the press and the public from all or part of a hearing where exempt information (*section 100A(4) Local Government Act 1972*) is concerned and the Sub Committee considers that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

Taxi licensing hearings will usually be considered in private as cases coming before the Sub-Committee involve private and personal information relating to the case subject. Most taxi hearings will therefore be held in private and will be treated as confidential and not for publication.

Declaring Interests

To avoid any suggestion of bias, members should not take part in any hearing if they have any interest, financial or otherwise, in the outcome, or if they have any connection with or have been approached by a person who is the subject of an item on the Sub-Committee's agenda. Members must take care not to be

influenced by their role on any other council committee. Licensing decisions must be taken strictly on the criteria allowed by the relevant legislation.

The Paperwork

Officers of the Licensing Authority (the City Council) will prepare the paperwork for the application that is to be heard by the Sub-Committee. The paperwork will include:-

- A summary of the application or matter for determination, the representations received and of any other relevant material
- A copy of the application and any other supporting material supplied by the applicant.

for Street Trading hearing only:

- Any observations on the application or matter made by the Police and/or other technical advisor to the Sub-Committee
- Any representations of objection to the application

Attendees at the Hearing

Any party may be assisted or represented by any person whether or not that person is legally qualified.

For Street Trading hearings only:

Observations of Police and/or Technical advisors

Where appropriate the police or technical advisers to the Sub Committee may make their observations.

The Sub-Committee may ask questions of the Police and/or technical advisors.

Other parties may ask factual questions of the Police and/or technical advisors. Cross-examination will only be permitted with the consent of the Chair.

Objector's case

Where written representations of objection have been received the Sub-Committee will have regard to those representations. Any objectors can attend the hearing to speak in support of their written objection. However, the Sub Committee will not require repetition of points already made in written representations. Only objectors who have sent written representation during the consultation period can speak.

Where a number of objectors have made representations which are similar in nature the Sub-Committee will expect a spokesperson to be appointed to represent the group.

The Sub-Committee may ask questions of any objector.

Other parties may ask factual questions of any objector. Cross-examination will only be permitted with the consent of the Chair.

Non-Attendance of the Case Subject/Applicant

If a case subject/ applicant has had reasonable notice of the hearing fails to attend either in person or through their representative, the Sub- Committee can proceed with the hearing in their absence.

The Sub-Committee may grant an adjournment if a reasonable explanation has been given for failure to attend or an adjournment has been specifically requested, and there is no reason to think that the person would fail to attend on another occasion. If a case subject has expressed an intention not to attend, or has repeatedly failed to attend, it would be proper for the Sub-Committee to hear the case in their absence.

The Sub-Committee should be prepared to adjourn proceedings if questions arise which cannot be dealt with satisfactorily in the case subject's absence. In deciding whether to hear the case in the absence of the case subject, the Sub-Committee should take into account whether they have sent a representative to act on their behalf and whether delay in hearing the case is likely to result in hardship (for example, where the case subject has stated that his or her need is urgent).

Conduct of Proceedings

The role of the Chair is to control the proceedings. All questions must be put through the Chair.

Members of the Sub-Committee will have read and familiarised themselves with the papers and issues. The Sub-Committee does not therefore require points to be made or repeated at length.

The hearing shall take the form of a discussion managed through the Chair. Formal cross- examination shall not be permitted unless the Chair considers that cross-examination in a particular circumstance would assist. In exercising this discretion to permit cross-examination, the Chair must have regard to the rules of natural justice and the right to a fair hearing.

In considering an application, the Sub-Committee may take into account documents or other information relied on by a party in support of their application or representation. Copies of the information should be supplied to the Licensing Authority at least two working days before the hearing or, with the consent of the Chair after that time.

If a person attending the hearing is acting in a manner that the Chair considers is disruptive, the Chair will require that person to leave the hearing and may:

- (a) refuse to permit that person to return; or
- (b) permit him / her to return only on such conditions as the Sub-Committee may specify.

Before the end of the hearing any person who was required to leave the hearing may submit in writing any information which they would have been entitled to give orally had they not been required to leave.

Order of Proceedings

The Chair commences the hearing by introducing themselves and the other Sub-Committee members. The Chair asks all of the other parties present to introduce themselves and explain in what capacity they are attending.

Licensing officers will present the report relating to the application or matter to be heard by the Sub-Committee. They shall say who the applicant is, what the application is for and explain the paperwork before the Sub-Committee.

- The person appearing before the Sub-Committee may ask questions of the licensing officers or their report.
- Members of the Sub-Committee may ask question of the licensing officer on their presentation.

The person appearing before the Sub-Committee will present their case.

- Licensing officers may ask questions of the person appearing before the Sub-Committee.
- Members of the Sub-Committee may ask question of the person appearing before them.

For Street Trading hearings only:

If present, Police, technical advisors and objectors will present their case.

- Licensing officers may ask questions of the person appearing before the Sub-Committee.
- Members of the Sub-Committee may ask question of the person appearing before them.

All parties will be given the opportunity to summarise briefly their key points. The order shall be:-

- Licensing officer
- Objectors (for Street Trading hearings)
- Police and/or technical advisors (for Street trading hearings)
- Applicant

At the end of the submissions, the Chair will announce that the hearing is adjourned while the Sub-Committee deliberate in private. The Sub-Committee will be accompanied by the committee clerk and legal advisor during their deliberations. All other officers, applicants/ case subjects and members of the public will leave the room.

If it is necessary to recall any party for clarification of any point, then all parties should be recalled.

The Chair will either:

- Announce the decision of the Sub-Committee and confirm that a written determination with reasons will be sent to the parties by a given date.
- or
- Close the hearing and confirm that once a decision has been made a written determination with reasons will be sent to the parties by a given date.

The person appearing before the Sub-Committee shall be advised orally of their 21 day right of appeal, where there is such a right, (starting from the date of the letter) and that the decision and rights of appeal shall be notified to them in writing.

This page is intentionally left blank

Oxford City Council Street Trading Policy: 2025

Glossary

The Council - Oxford City Council

The Applicant - The trader who has submitted an application for Street Trading Consent.

The Consent Holder - An individual that holds a Street Trading Consent.

A Street - Includes any road, footway, beach or other area to which the public have access without payment.

A Consent Street - A street in which street trading is prohibited without the Consent of the Council.

A Street Trading Consent - A permission to trade, which is granted by a council subject to conditions and payment of a fee.

A Roundsman - An individual who visits a 'round' of customers and delivers the orders of those customers, for example a milkman. A person operating an ice-cream van is not classed as a roundsman.

A Pedlar - A pedlar is a trader who must:

keep moving, stopping only to serve customers at their request

move from place to place and not circulate within the same area

hold a valid pedlar's certificate, issued by a Chief Constable of Police.

A Peripatetic Trader - A peripatetic street trader is one that:

continually moves from location to location

moves at least 50 metres from the last trading location and does

not return to that location within four hours

does not wait in one location for more than twenty minutes

does not trade within 100 metres of any entrance to any school or college (without formal invitation from the establishment).

The Licensing Officer - An officer employed by the Council and authorised by the Council to act in pursuance of the provisions of the Local Government (Miscellaneous Provisions) Act 1982.

Activities that do not require Street Trading Consent - Trading:

as a pedlar under a pedlar's certificate

as a news vendor

at a market or fair, the right to hold which having been obtained by a grant, enactment or order

at or adjoining a shop premises as part of the business of the shop

as a roundsman (i.e. delivering pre-ordered goods to customers)

from a licensed highway area (.e.g. Pavement or Street Café Licence) under a street collection permit for charitable purposes.

Areas or events where there is an admission fee.

Single Use Plastic - This includes: plates, cutlery, balloon sticks, expanded an

Introduction

Oxford City Council (hereafter referred to as the Council) recognises that street trading is an established commercial activity that contributes to the vibrancy and vitality of the city and increases the diversity of the local economy.

As the growth and development of the city continues it is vital that the street trading environment responds to the physical changes and remains sensitive to the needs of the city. The policy allows the Council to continue to regulate the location and number of traders, ensuring that they meet the requirements set out and do not adversely impact the streets they occupy.

In keeping with its vision for a successful and attractive city the Council aspires to provide an improving street trading offer in terms of appearance/visual amenity and the quality of the goods on sale.

A key priority of the Council is to deliver health and wellbeing improvements in the city. Working with partners, we have made a commitment to reduce sugar intake, particularly amongst young people. The policy supports the objectives of SUGAR SMART Oxford's campaign to seek to make positive change and facilitate healthier food choices.

The pursuit of a zero carbon Oxford is a corporate priority of the Council and this Policy includes measures to encourage environmentally sustainable street trading. We will provide guidance on how to achieve these and related measures in support of that priority

1. Purpose of the Policy

1.1 This Policy sets out the legal framework for the management of street trading in Oxford and will guide the Licensing Authority when it considers applications for Street Trading Consents.

1.2 It outlines how decisions are made and aims to provide a transparent and consistent approach for dealing with the regulation of street trading.

1.3 It also highlights the Council's undertaking to avoid duplication with other statutory provisions and commitment to work in partnership with other enforcement agencies.

2. Consultation

2.1 In determining this policy, the Council has undertaken a public consultation exercise involving the following stakeholders and organisations:

- Thames Valley Police
- Oxfordshire County Council
- All current Consent Holders
- All relevant departments within Oxford City Council
- Members of the public

2.2 The Council has considered and taken into account the views of all consultees.

3. Review of the Policy

3.1 This policy will be reviewed every three years and all interested parties consulted. In addition, we will continue to evaluate the policy and may update it at any time. Any minor changes may be agreed by the General Purposes Licensing Committee.

4. Legislation and current provision

4.1 In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 (LGA82) should apply to its area. Under Schedule 4 of the Act a local authority can manage street trading by designating streets as 'consent streets', 'licence streets' or 'prohibited streets'.

4.2 All streets in Oxford City Council area are designated as consent streets and any trading requires consent.

4.3 Street Trading is defined as "the selling or exposing or offering for sale of any article (including a living thing) in a street – subject to a number of exceptions".

The LGA82 exceptions include:

- (a) Trading as a pedlar under the authority of a pedlar's certificate granted under the Pedlars Act 1871;
- (b) Any trade in a market or fair, the right to hold which having been obtained by a grant, enactment or order;
- (c) Trading as a news vendor;
- (d) Trading at or adjoining a shop premises as part of the business of the shop;
- (e) Offering or selling things as a roundsman

Schedule 4 of the LGA82 defines a street as "any road, footway, beach or other area to which the public have access without payment; and a service area as defined in section 329 of the Highways Act 1980." This includes privately owned land

4.4 Street Traders that serve hot food or drink at any time between the hours of 23.00 and 05.00 will also require a Premises Licence under the Licensing Act 2003.

5. The Licensing Process and Delegation of Functions

5.1 This part of the document sets out how we will deal with applications for Street Trading Consent in the City of Oxford. The Council aims to provide a clear, consistent licensing service for service users. It also aims to protect the safety of highway users and to prevent nuisance or annoyance.

5.2 Delegation is laid out in the Council's Constitution as follows: Full Council sets policies on licensing.

The General Purposes Licensing Committee:

- recommends and reviews policies on general licensing
- sets and reviews licence fees
- agrees and varies a street trading scheme.

The General Purposes Licensing Committee appoints a General Purposes Licensing Casework Sub-Committee to:

- (a) Decide street trading applications [that are for longer than three months] referred by the Head of Regulatory and Community Safety Services
- (b) Decide applications to renew Street Trading Consent when there has been a complaint about the trader or the trader has breached the conditions of their Street Trading Consent in the past year
- (c) Decide for cases referred by the Head of Regulatory Service & Community Safety whether to reinstate, suspend, extend suspension, vary or revoke a street trading consent

5.3 The General Purposes Licensing Committee has in turn delegated authority to the Responsible Head of Service to:

- (a) Issue Street Trading Consents and to attach such conditions as are necessary under the Local Government (Miscellaneous Provisions) Act 1982;
- (b) Refuse any application for a Consent:
 - (i) that is considered unsuitable under this policy;
 - (ii) where there are valid adverse comments from any of the following consultees; (Police or Highways on the grounds of Public or Highway safety);
- (c) Refer applications/Consent holders to the General Purposes Licensing Casework Sub-Committee:
 - (i) when there has been a complaint or safeguarding concern about the trader or the trader has breached the conditions of their Street Trading Consent in the past year;
 - (ii) where there are multiple applications for a vacant approved site

(iii) where there are valid adverse representations, serious food safety issues or any other reasonable cause for referral

(d) Suspend a Consent for a period of up to 28 days pending referral to the General Purposes Licensing Casework Sub Committee, where serious food safety issues or any other reasonable cause are found.

6. Applications for a Street Trading Consent

6.1 An application for Street Trading Consent must be made to the Council in writing. The following will be required to be submitted with the application:

- a. A completed and signed Street Trading Consent Application Form.
- b. The full application fee as appropriate.
- c. Proof of Identity (a passport or UK driving licence) for applicant and employees
- d. Where the proposed street activity is from a fixed position, a copy of a map of at least 1:1250 scale. The map should clearly identify the proposed site position by marking the site boundary with a red line. Initial or changed applications only)
- e. Colour photographs of the stall or vehicle that is proposed to be used for the street trading activity. (initial or changed applications only)
- f. (A certificate of Public Liability Insurance that covers the street trading activity for third party and public liability risks. The minimum insurance cover shall be £5,000,000.
- g. A current Level 2 Award in Food Safety in Catering certificate for all food handlers.
- h. A valid Waste Transfer Contract/Agreement or Waste Carrier Licence.
- i. Proof of the applicant's and any prospective employee's right to work in the UK.
- j. Disclosure and Barring Service (DBS) checks for applicant and employees (dated within last 30 days before application date). Applies to traders operating in the night time and those who often sell items to children.
- k. Gas safety certificate for the vehicle or stall if applicable.
- l. A description of the type of food and drinks to include sugar free and lower sugar drinks options.

6.2 Street Trading Consents are issued for a period of up to one year and are renewed annually for the period 1 April to 31 March, unless granted for a reduced period.

6.3 Before a Street Trading Consent is granted or refused, the Council will carry out a consultation process with various stakeholders including:

Oxfordshire County Council Highways
Thames Valley Police
Ward Councillors
Planning Service
Environmental Health Authority for food safety and commercial pollution

Written observations from the above organisations will be sought and taken into consideration when determining an application.

6.4 Street Trading Consents will not normally be granted where:

A significant effect on road safety would arise either from the siting of the trading activity itself, or from customers visiting or leaving the site.

There is a conflict with Traffic Orders such as waiting restrictions.

The site or pitch obstructs either pedestrian or vehicular access, or traffic flows, or places pedestrians in danger when in use for street trading purposes.

The trading unit obstructs the safe passage of users of the footway or carriageway.

The pitch interferes with sight lines for any road users such as at road junctions, or pedestrian crossing facilities.

The supply of hot or cold food, drinks or confectionery between 07:30 and 18:00 within 100 metres of the boundary of a school or college (during term time).

6.5 The council will not allow the sale of:

Tobacco, tobacco products or e-cigarettes

Items made of animal fur

Items that cause or contribute to crime and disorder

Energy drinks to children below 16 years old.

the sale of plastic and helium balloons and sky lanterns

6.6 The Council will not allow the use, sale or distribution of single-use plastic, as defined in the Glossary to this Policy, in street trading in Oxford.

6.7 In the absence of representations, the application will be referred to the Council's General Purposes Licensing Casework Sub-Committee who will use the criteria listed below to make their determination of the application, with equal weight applied to the criteria listed. Each case will be assessed on its merits and individual circumstances, where appropriate, may be taken into consideration. When there are valid adverse representations, the Responsible Head of Service acting under delegated powers may refuse an application.

6.8 In considering applications for the grant or renewal of a Street Trading Consent the following criteria will be considered:

(a) Public safety

Whether the street trading activity represents, or is likely to represent, a substantial risk to the public. Factors taken into account will include: obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site.

(b) Public order

Whether the street trading activity represents, or is likely to represent, a substantial risk to public order.

(c) Avoidance of public nuisance

Whether the street trading activity represents, or is likely to represent, a substantial risk of nuisance to the public, particularly in residential areas.

(d) Appearance of the stall or vehicle

The stall or vehicle must be maintained in good condition, be of smart appearance and meet the criteria, including size, laid down in the standard Consent Conditions. Photographs or sketches, including dimensions, must be provided with all new applications and requests for approval of changes to or replacement of a stall or vehicle. The general appearance of the vehicle or stall will also be considered in order to determine that the unit will not detract from the appearance of the surrounding area.

(e) Needs of the area

The demand for the articles for sale and the geographical location of the proposed site.

(f) Environmental sustainability

Measures to minimise the impact of the proposed operation on the local and global environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, recycling and waste disposal, adopting sustainable sourcing approaches to food and drink; using sustainable sources of energy

for their trading activities; and considering how their customers' rubbish is dealt with responsibly including composted and recycled.

(g) Food safety and food offer

Applicants to trade in hot or cold food must be able to demonstrate a good understanding of food safety and be registered as a food business with the relevant local authority. As a minimum, food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health. Consideration will be given to applicant's ability to meet SUGAR SMART Oxford criteria (see Annex 3 for guidance).

(h) Highway safety

The location and operating times will be such that the highway can be maintained in accordance with the Oxfordshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.

6.9 There is no statutory right of appeal against refusal to issue a Consent.

7. Nature of goods on offer

7.1 The type of goods allowed to be sold will be considered on a site by site basis and will be specified in the Consent. Consent holders must seek approval before making significant changes to the type of goods offered for sale.

8. Suitability of Applicant

8.1 When determining an application for the grant or renewal of a Consent, the Council will consider all relevant information relating to the suitability of the applicant and any employees including:

Whether they have been cautioned or convicted of any offences of:

- a. Violence
- b. Dishonesty
- c. Drug related offences
- d. Sexual offences
- e. Public Order offences
- f. Food safety or health and safety offences
- g. Any offence resulting in a sentence of imprisonment

This will involve the applicant making a declaration to confirm their status relating to any 'unspent' cautions or convictions under the Rehabilitation of Offenders Act 1974.

Guidance on the relevance of cautions and convictions is contained in Annex 4.

Failure to pay the Council's Street Trading Consent fees.

An applicant's history of street trading including whether previous Consents have been used appropriately.

8.2 The Council reserves the right to request a Disclosure and Barring Service (DBS) check where it considers there is a significant risk to children and/or vulnerable people, e.g. traders operating in the night time and those who often sell items to children.

9. Advertisements

9.1 The use of 'A' boards is prohibited on the highway (unless express permission is given).

9.2 Advertising should only relate to goods offered for sale at the consented site.

9.3 Third party advertisements are prohibited.

10. Peripatetic Street Trading

10.1 Street traders that meet the conditions below will be classed as peripatetic. Ice cream vans and mobile sandwich sellers would typically be deemed to be peripatetic street traders.

10.2 Traders must meet all of the criteria below to be classed as peripatetic:

Move from location to location.

Move at least 50 metres from the last trading location and do not return to that location within four hours.

Do not wait in one location for more than 20 minutes.

11. Renewal Applications for a Street Trading Consent

11.1 Street Trading Consents are renewed annually for the period 1st April to 31st March, unless granted for a reduced period. A renewal application for Street Trading Consent must be made to the Council in writing by 1st February.

11.2 If a renewal application is not received before the expiry of the current licence, a new application must be made. In this situation, trading will not be permitted until a new Consent is issued.

11.3 At renewal, the Council may take into consideration any relevant information about the trading operation

11.4 Where a renewal application has been made and there have been complaints or enforcement issues or fees have not been paid on time, then the application may be referred to the General Purposes Licensing Casework Sub-Committee.

12. Advertising new or vacant sites

12.1 The Council will advertise new unallocated or vacant sites on the Council's website for 28 days. Applications will be referred to the Council's Licensing Sub-Committee who will use the criteria listed at paragraph 5.8 of this policy to make their determination.

13. Transfers

13.1 A Street Trading Consent cannot be transferred or sold to another person except that the Consent may be transferred to a member of the Consent Holder's immediate family in the event of the Consent Holder's death or incapacity on payment of a fee. The sub-letting of a pitch/site is prohibited.

14. Markets

14.1 A market or fair, the right to hold which has been obtained by a grant, enactment or order is exempted from the street trading regime and is outside the scope of this policy.

15. Special Events

15.1 For events such as Christmas or Continental Street Markets, the Council will accept one application from the person organising the event. The event street trading application will require full details of each trader attending the event. Consent will be issued to each individual stall holder. This provision aims to promote events and encourage traders to attend.

15.2 Trading at charity or small community events, where the proceeds of the event are to be used solely for charitable or community purposes are exempt from the Council's Street Trading fees.

16. Fees

16.1 Fees will be set and reviewed annually on a full cost recovery basis. The level of fees applicable takes into account the location, the duration of the Consent, trading hours and the articles to be sold. Details of the current fees can be found on the Council's website

16.2 Fees must be paid in advance as set out in Annex 2, General Condition 24.

16.3 Applications for Consents must be accompanied by the relevant non- refundable fee. If the application is approved, the balance of the fee will be due before the Consent is issued. If the application is not successful the application fee will be retained to cover the cost incurred in processing the application.

16.4 A Consent Holder may terminate a Street Trading Consent by written notice to the Responsible Head of Service. Where trading ceases during the term of Consent, a refund will not be given for any remaining period of less than 3 months. Where payable, a refund of the portion of the fee equal to the remaining full months will be given, less £50 which the Council will retain to cover administrative costs.

17. Conditions

17.1 The Council applies Standard Conditions to Street Trading Consents and other Individual Conditions may be added to individual Consents where appropriate.

17.2 Standard Trading Hours are:

(a) Roadside locations for vehicles

Daytime site from 08:00 to 18:00.

Evening sites for the Sale of Hot Food from 18:30 to 03:00 (can be extended to 04:00 Thursdays, Fridays, and Saturdays on application and subject to approval).

(b) Pavement locations

08:00 to 21:00.

(c) Weekly Let Sites

08:00 to 21:00.

17.3 The Standard Conditions applied to Street Trading Consents are attached to this policy as Annex 1.

18. Enforcement

18.1 The Council is committed to enforcing the provisions contained within the relevant legislation and to work in partnership with all enforcement agencies, to provide consistent enforcement on licensing issues in accordance with the Council's Corporate Enforcement Policy.

18.2 The Business Regulation Team aims to work closely with other enforcement authorities to regulate relevant legislation where necessary.

18.3 The Council will investigate any complaints relating to street trading activities e.g. trading without Consent or breach of conditions and may take enforcement action as appropriate. Consent holders should liaise with the Council to resolve complaints.

18.4 If the Council feels that there is an issue of public order or threat to public safety associated with any street trading activity it will call for assistance from Thames Valley Police.

18.5 Failure to comply with one or more of the standard conditions of Consent may lead to suspension, variation, revocation or non-renewal of Street Trading Consent. The Consent Holder may also be prosecuted where a criminal offence has occurred

19. Revocation

19.1 The Council may revoke a Street Trading Consent at any time, on any reasonable grounds. This may be for a variety of reasons including breach of conditions, non-payment of fees or when the site location is no longer suitable/accessible e.g. due to emergency repairs in the street or construction/redevelopment work.

20. Contacts

The Street Trading function is part of the Business Regulation Team within Regulatory Services and Community Safety.

Business Regulation Team
SA3.2 Oxford City Council
Town Hall
St Aldate's
Oxford, OX1 1BX

Annex 1 - Street Trading Conditions

General Conditions for Street Trading Consents

1. Street trading must only take place between the dates specified on the Certificate of Street Trading Consent.
2. Street trading must only take place during the operational hours specified on the Certificate of Street Trading Consent.
3. The Street Trading Consent relates only to the area/site vehicle or stall specified on the Certificate of Street Trading Consent.
4. The Street Trading Consent relates only to the vehicle or stall specified on the Certificate of Street Trading Consent.
5. Any significant changes to or replacement of a stall or vehicle must be approved by the Responsible Head of Service.
6. The vehicle or stall must be removed from the site at the end of each day's trading.
7. The Consent Holder's vehicle/stall must be kept in a clean, safe and well maintained condition and be of a presentable appearance.
8. The Street Trading Consent bearing the name of the consent holder shall be displayed conspicuously on the stall/vehicle so that members of the public can clearly see it during hours of business.
9. The Consent Holder's vehicle must be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate. Vehicle movements must be carried out legally and must not present a risk to people and structures.
10. The Consent Holder shall not drive or park a vehicle on any part of a footway.
11. The Consent Holder must ensure that the stall/vehicle is positioned only in the allocated space (which may be marked on the ground) in the Consent Street for which the Street Trading Consent is issued.
12. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they must immediately comply with that request.
13. The Consent Holder must comply with all statutes, statutory instruments and byelaws currently in force. Consent Holders must pay particular attention to the

- requirements of the Health & Safety at Work etc. Act, 1974 and the Food Safety and Hygiene (England) Regulations 2013 (where relevant). Advice on these requirements is available from the Business Regulation Team.
14. The Consent Holder must conduct their business in a professional manner and in a way that minimises risks to employees and others.
 15. The Consent Holder must take reasonable precautions to prevent the risk of fire at the stall or vehicle. All hot food vans/trailers are required to comply with current legislation on fire safety. A serviceable fire blanket and a suitable fire extinguisher shall be provided in all vehicles selling hot food.
 16. Reasonable steps must be taken to ensure gas safety where gas appliances are used on a stall or vehicle. Gas appliances must be maintained and serviced as per manufacturer's instructions. Gas appliances and systems must be checked for safety by a competent Gas Safe engineer at least annually. Any faults or concerns in relation to gas safety must be appropriately investigated and made safe by a competent Gas Safe engineer as soon as possible.
 17. The Consent Holder must not cause any nuisance or annoyance to any other user of the highway or the occupier of any land or building. In particular, Consent Holders must prevent excessive noise.
 18. The Environmental Protection Act 1990 (as amended) places a duty of care on businesses to dispose of their trade waste in an appropriate manner. Trade waste must be stored appropriately and be disposed of by a licensed waste carrier. No water or waste material shall be discharged on to the highway or any adjacent property.
 19. The Consent holder shall take reasonable steps to ensure that litter arising from their own trade is minimised as far as possible, including by making a bin available for customers to use where a public litter bin is not available within 20 metres from their vehicle.
 20. A Street Trading Consent must not be transferred or sold to another person except that the Consent may be transferred to a member of the Consent Holder's immediate family in the event of the Consent Holder's death or incapacity on payment of a fee. The subletting of a consent site is prohibited.
 21. The Consent Holder must be the principal operator and have day to day control of the stall/vehicle. The Consent Holder may employ any other person to assist in operating the stall/vehicle and shall notify the Council of the name and address of that person. An administration fee will be payable.
 22. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Council.
 23. Consent holders must make adequate provisions to ensure access for wheelchair users or customers with disabilities.

24. A copy of the Consent must be displayed by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
25. Consent Holders must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance must specifically include cover against food poisoning to the same amount. Proof of cover must be produced to an officer of Oxford City Council on application and as required.
26. Annual Street Trading Consent fee installments are required quarterly, in advance. The first installment must be paid in advance of the issue of Consent. The remaining fee can be paid in instalments on the following dates 1st July, 1st October and 2nd January. Alternatively, annual fees may be paid in full in advance.
27. General Conditions, which apply to all Street Trading in Oxford, may be varied, having regard to a particular location. They are termed Special Conditions and are listed on the Consent Certificate. These Special Conditions must also be complied with.
28. Consent holders must make full use of their Consent.
29. Consent holders must not sell any of the following items: Tobacco, tobacco products or e-cigarettes; items made of animal fur; items that cause or contribute to crime and disorder; energy drinks to children below 16 years old; plastic and helium balloons and sky lanterns
30. Consent holders must not use, sell or distribute single-use plastic in street trading in Oxford

Conditions Specific to Food Traders

31. Food businesses must achieve and maintain a minimum Food Hygiene Rating of '3 – Generally Satisfactory'. The Hygiene Rating must be displayed prominently on the stall or vehicle.
32. Food handlers must hold a Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health with a certificate dated within the last 3 years.
33. Food businesses must be registered as a food business with the Local Authority where the van/stall is kept overnight. Food businesses registered outside of the Oxford City Council area must be able to demonstrate food business registration, e.g. by written confirmation from the relevant local authority or by providing a copy of the latest inspection letter or report. Any changes in registration details must be notified to the relevant Local Authority.

34. All hot food vans/trailers are required to carry a basic first aid kit and have the means to contact the emergency services if necessary.

Conditions Specific to Peripatetic Traders

1. The Consent holder is required to comply with the Code of Practice on Noise from Ice-Cream Van Chimes Etc. in England 2013 or any modification or re-enactment thereof.
2. The vehicle must not trade within 100 metres of the boundary of any school or college between the hours of 07:30 and 18:00 (without formal invitation from the establishment).
3. The vehicle must not wait in one location for more than twenty minutes, moving at least 50 metres to the next trading location. The vehicle must not return to that location within four hours.

Conditions Specific to Weekly Street Traders

1. Weekly Street Trading Consents fees must be paid two weeks in advance before trading commences. This is to allow sufficient time to process the application and receive the consent. Traders must be in possession of their Consents before they can trade.
2. The items to be sold must be agreed before a Weekly Consent will be issued.
3. The sale of food and/or drink is not permitted by Weekly Street Traders.
4. For Weekly Street Traders on Cornmarket Street, the Consent Holder's stall must not exceed 2.3 metres in height nor occupy an area greater than 2.3 metres x 1.4 metres.

Annex 2 - Guidance on SUGAR SMART Oxford Criteria

The Council welcomes applications from food traders who meet all the following criteria:

Offer 80% low sugar and sugar free drinks options (Low sugar is defined as 5g per 100g or less)

Make low sugar and sugar free drinks more visible and prominently displayed to customers

Adopt a simple traffic light sticker system for drinks (traders will receive free resources, support and advice to set up)

Contact: mail@sugarsmartoxford.org for information.

Annex 3 - Guidance on suitability of applicants

The Council will take into account the following guidance concerning any 'unspent' cautions or convictions for the offences listed below when determining whether a new applicant, consent holder or their employee is suitable to hold a Street Trading Consent.

a. Violence

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence of violence.

b. Dishonesty

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence of dishonesty.

c. Drug related

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for a drug related offence. For offences of supplying drugs, consent applications will normally be refused for 5 years (at least) following conviction.

d. Sexual Offences and indecency

A Consent application will normally be refused when it is made within 5 years (at least) of cautions or convictions for any serious sexual offences. Applications will be refused from applicants currently on the Sex Offender's Register.

e. Public Order

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence relating to breaches of public order.

f. Food safety or health and safety

A Consent application will normally be refused when it is made within 3 years of a conviction or caution for an offence relating to food safety (where the consent involves sale of food or drink) or health and safety.

g. Any offence resulting in a sentence of imprisonment

A Consent application will normally be refused when it is made within 3 years (at least) of the date of release from prison, where a custodial sentence has been imposed.

The safeguarding of children, young people and vulnerable people is of a particular concern. Where the Council receives notification that:

- i. an applicant or consent holder is the subject of an investigation by the Police into inappropriate conduct, or illegal activity, or
- ii. an applicant or consent holder has been implicated in a safeguarding issue i.e. where children, young people or vulnerable people have been or may be exposed to inappropriate behaviour or language by the applicant/consent holder the matter shall be referred to the General Purposes Licensing Casework Sub- Committee to determine whether the person can be considered as suitable to either be granted or retain a Street Trading Consent.

Notwithstanding the existence of the convictions guidance, each case will be decided on its own merits.

Offer 80% low* sugar and sugar free drinks options

Make low sugar and sugar free drinks more visible and prominently displayed to customers

Adopt a simple traffic light sticker system for drinks (traders will receive free resources, support and advice to set up)

To: General Purposes Licensing Sub-Committee
Date: 3 November 2025
Report of: David Butler: Director of Planning and Regulation
Title of Report: Peripatetic Street Trading Application

Summary and recommendations	
Decision being taken:	To determine a street trading application from Annabel Hannington
Key decision:	No
Corporate Priority:	Enable an Inclusive Economy Support Thriving Communities
Policy Framework:	City of Oxford Street Trading Policy

Recommendation(s): That the General Purposes Licensing Sub-Committee:
1. Consider all the information before them, written and oral evidence, which relates to Annabel Hannington's application.
2. Determine from the options given in the report, the application to trade on the street in Oxford

Information Exempt from Publication
The report does not contain any information which is exempted from publication.

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	Application for street trading, plans and police consultation response	No

Introduction

1. This is a Peripatetic Street Trading Application by Annabel Hannington ('the applicant') to allow her mother and 14-year-old sister to work with her on a peripatetic tricycle/handcart stall during the festive season.
2. Street Trading Consent can only be granted by the Sub-committee.
3. Street trading consent is granted subject to the Council's standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent that it considers "reasonably necessary".
4. This application for street trading is for a peripatetic consent using a mobile cart to set up and street trade for 20 minutes in any one location from a white wooden cart with pink striped roof.
5. The applicant proposes to sell Jewellery Pins and badges, 3D printed items (fidget toys) photos/postcards and mini-world items for dolls houses, stickers and bags.
6. The application states that the trading will take place every weekday in the late afternoon in the run up to Christmas and other festivals, and for 2-3 hours per day on the weekend during shop opening hours.

Trading Locations

7. The application specifies the following locations:
 - (i) Banbury Road and South Parade (in Summertown only)
 - (ii) Walton Street and Little Clarendon Street
 - (iii) Cornmarket, Queen Street, High Street, Bonn Square, Radcliffe Square, King Edward Street, Turl Street, Ship Street, St Aldate's, St Giles, and Broad Street
8. The city centre locations are limited by existing large events. The Oxford Christmas Market and Oxford Christmas event will prevent trading on Broad Street between 12 November - 31 December. Trading on Bonn Sq must also be authorised and booked as an event space.
9. The application doesn't specify any stopping points along the streets identified but undertakes to 'avoid blocking the public route'.
10. The minimum age at which a Street Trading Consent can be held is 17. One of the employees is below this age and so child employment law must be satisfied by the consent holder, and a permit must be separately acquired from Oxfordshire County Council– requiring parental and school consent. Door-to-door sales are prohibited in relation to child employment.

Consultation

11. The usual consultation exercise was carried out and a no objection response was received from Thames Valley Police.

Legislative Background

12. In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 the

Council can manage street trading by designating streets as “consent streets”, “licence streets” or “prohibited streets”. All streets within Oxford are currently designated “consent streets” and any trading requires the grant of a street trading consent. Street trading consent may be granted as the Council “thinks fit”.

13. When exercising the power to grant and enforce consents the Sub Committee should only take into account relevant considerations, must give each applicant or consent holder a fair hearing and should give reasons for their decisions.

14. Street Trading Consent is granted subject to the Council's standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent it considers “reasonably necessary”. In this case the Council determined that a set of Special Conditions were reasonably necessary and so they were attached to the consent.

15. Section 5 of the Oxford City Council Street Trading Policy 2024 describes the scheme of delegation for Street Trading Consents and gives the General Purposes Licensing Case Work Subcommittee responsibility for determination of cases referred by the Director of Planning and Regulation

16. Street Trading regulatory matters are determined on behalf of the Director of Planning and Regulation by the Business Regulation Team (BRT).

17. A person Street trading without the necessary consent is liable upon summary conviction for each offence to a fine not exceeding level three on the standard scale. Level three is currently set at £1000.

Options

18. The options before the Sub-committee are:

- a. To grant the Street Trading Consent; or
- b. To grant the Street Trading Consent with the imposition of additional conditions other than those contained within the Policy; or
- c. To refuse the application for a Street Trading Consent.

Financial implications

19. The Council collects fees for Street Trading Consents. Estimated income from Street Trading Consent fees are included in the Council's budget.

Legal issues

20. The Sub-committee may grant a Street Trading Consent if it ‘thinks fit’. Consent may be revoked at any time. A street trader cannot be said to enjoy security of tenure and there is no requirement for the Council to give compensation for the loss of any Consent (other than any refund of Consent fees paid in advance). However, any decision to refuse an application or terminate Street Trading Consents may be subject to a judicial review challenge and if the refusal is held to be unreasonable or unlawful then the Court could award damages to the applicant..

21 Any determination of an application for a Street Trading Consent must be proportionate taking into account all relevant circumstances and the Consent holder's

right to a fair hearing. A consent should not be revoked or altered arbitrarily and without clear reason.

Policy Considerations

22. The following Policy points are of relevance in this matter:

- a. *8.1: When determining an application for the grant or renewal of a Consent, the council will consider all relevant information relating to the suitability of the applicant and any employees.*
- b. *8.2: The Business Regulation Team aims to work closely with other enforcement authorities to regulate relevant legislation where necessary.*
- c. *11.3: At renewal, the Council may take into consideration any relevant information about the trading operation.*
- d. *11.4: Where a renewal application has been made and there have been complaints or enforcement issues or fees have not been paid on time, then the application may be referred to the General Purposes Licensing Casework Sub-Committee.*
- e. *19.1: The Council may revoke a Street Trading Consent at any time, on any reasonable grounds. This may be for a variety of reasons including breach of conditions, non-payment of fees or when the site location is no longer suitable/accessible e.g. due to emergency repairs in the street or construction /redevelopment work.*
- f. *18.5: Failure to comply with one or more of the standard conditions of Consent may lead to suspension, variation, revocation or non-renewal of Street Trading Consent. The Consent Holder may also be prosecuted where a criminal offence has occurred.*

Level of risk

23. The risks associated with this application are relatively low/moderate overall, but include the following factors for the committee to consider:

24. Use of tricycle transporting a stall, road safety/obstruction must be carefully assessed at each location by the trader. Some of the proposed roads are busy, and will be more so during the festive season, increasing the potential for an impact on pedestrian/cycle traffic flows. May make placing the stall without causing obstructions more challenging. This is especially relevant in the central Oxford locations.

25. The application doesn't discuss lighting; the proposed trading will mainly take place in dusk or darkness.

26. One employee is under 17.

27. Frequent movements increase the potential for the above risks.

28. Public order risks considered unlikely

29. Public nuisance risks will mainly comprise visual impact in historic locations, and the potential to obstruct the footway or highway.

30. Environmental risks considered low.

Equalities impact

31. The Council has a Public Sector Equality Duty (PSED) under the Equality Act 2010 to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between people who share a relevant protected characteristic and those who don't share it;
- Foster good relations between people who share a relevant protected characteristic and those who do not (which involves having due regard, in particular, to the need to tackle prejudice and promote understanding).

32. It is not considered that there will be any adverse impact on persons with protected characteristics.

Report author	Matt Stead
Job title	Supervising Senior Licensing Officer
Service area or department	Miscellaneous Licensing: Business Regulation Team
Telephone	01865 335771
e-mail	Mstead@oxford.gov.uk

Background Papers:	
1	Oxford City Council Street Trading Policy, which can be accessed here: Street Trading Policy Oxford City Council

Appendix One

Application, including stall picture and submitted plan showing trading streets in Summertown. No plans were submitted for other locations. Police response to consultation

Application for Street Trading

- What type of application are you making? New Application
- Full name Annabel Hanington

Page: Goods / Items to be Sold

- Proposed trading name Steel Roses Summertown
- Type of goods to be sold Jewellery Pins and badges 3D printed items (fidget toys) Art - to include photos/postcards and mini-world (dolls house etc) wall art Dolls houses Stickers Bags
- Do you intend to sell hot / cold food? No
- Details of recyclable or biodegradable packaging you intend to use Paper bags and cardboard boxes/jewellery pouches, and recyclable waterproof pouches for pins - <https://www.amazon.co.uk/Ziplock-Recyclable-Pouches-Storage-Jewellery/dp/B0BTNJV1RY?source=ps-sl-shoppingads-lpcontext&ref=fplfs&smid=AX6QRRKACAW5Z&th=1>

Page: Trading Details

- Please set out the times you are proposing to trade on each day

Proposed trading times

Monday	Late afternoon after school/evening in run up to Christmas and other festivals
Tuesday	Late afternoon after school/evening in run up to Christmas and other festivals
Wednesday	Late afternoon after school/evening in run up to Christmas and other festivals
Thursday	Late afternoon after school/evening in run up to Christmas and other festivals

Friday	Late afternoon after school/evening in run up to Christmas and other festivals
Saturday	A few hours during shop-opening hours (usually 2-3/day, except at busy times)
Sunday	A few hours during shop-opening hours (usually 2-3/day, except at busy times)

- Please provide full details of the site, sites or peripatetic route for which you are applying I would like to apply for a peripatetic licence. I have a portable wooden candy cart. I am planning to sell in Summertown (Banbury Rd and South Parade), on Walton St and Little Clarendon St, and in the town centre (Cornmarket, Queen St, High St, Bonn Square, Radcliffe Square, King Edward St, Turl St, Ship St, St Aldates, St Giles, and Broad St).
- Will you be trading from a vehicle? No

Page: Street Trading Policy

- Public safety I will abide by all of the rules laid down in the Council's street trading policy, and I will ensure that my volunteer employees (my mother and sister) do the same. I will only trade between the hours of 0800-2100 as stated on the website. I will avoid blocking any public route and will move on if the presence of the stall appears to be problematic in any way. I will ensure that the stall is kept in good condition, and if attached to a tricycle to aid movement between spots I will ensure that the attachment is secure and that the tricycle is stable and only used when necessary (I will remove it and park it, for eg, in the busy town centre and push the cart by hand). I will ensure that the stall is aesthetically pleasing. I hold, and will continue to hold, the relevant public liability insurance. I will be courteous at all times to members of the public, and will assist those with additional needs so that they are able to access the stall and the products displayed on it. I will not sell forbidden items.
- Public order I will not engage in any act of public disorder, and I will ensure that if an issue arises I will take steps to resolve it immediately. As a peripatetic trader I will make sure I do not inconvenience road users or members of the public. I will endeavour to place the stall (for the maximum period of 20 mins per location before moving a minimum of 50m) so that it does not cause a blockage of any sort. The stall will not sell anything that is contentious or offensive or harmful to health.

- The avoidance of public nuisance I will ensure that the stall and those selling from it do not cause a public nuisance. I will ensure that the stall does not cause obstruction or inconvenience.
- Appearance of the stall or vehicle The stall is wooden and painted white, with candy pink and white stripes on the roof. I got it second hand from ebay but it is a Dunster House cart, the details of which can be found at the following link:
<https://www.amazon.co.uk/Wedding-Favors-Celebrations-Birthday-Bufferet/dp/B07GBWF4CQ>
- Needs of the area The items we sell will appeal to students and adults in terms of the jewellery and pins/badges/bags. The wall art is also aimed at all ages, and I hope the doll house mini world scenes will fill a gap in the market, given there are few toy shops/child art shops in the city centre.
- Environmental credentials Wooden stall that is pushed by vendor or pulled (over longer distances) by bicycle/tricycle. Recycled packaging. Where possible second hand toys and materials used to create wall art. All waste will be collected and taken home by vendor.
- Food safety measures (if relevant) Not relevant
- Highway safety I will comply (as will my employees) with all elements of the Highway Code and ensure that safety is a priority at all times. I will ensure that the stall does not block a pavement such that pedestrians cannot pass and I will be mindful of other road users and pedestrians.
- Do you agree to comply with the Street Trading policy? Yes
- Will you be the sole operator of the vehicle or stall? No

Page: Employee Details

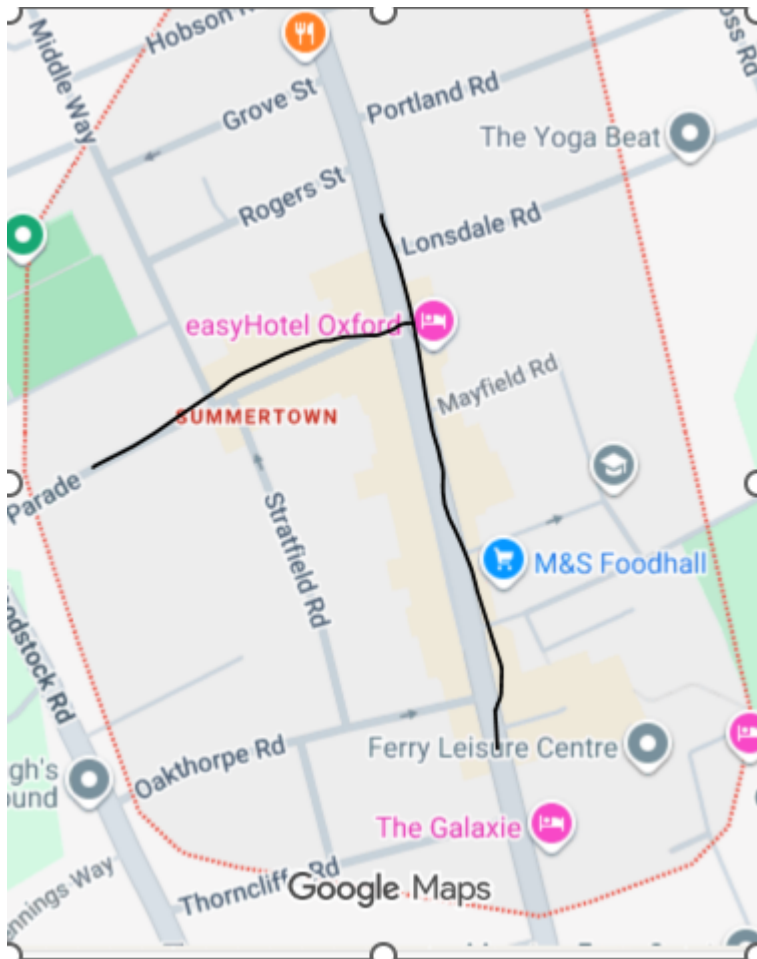
- Full name Lucy Hanington

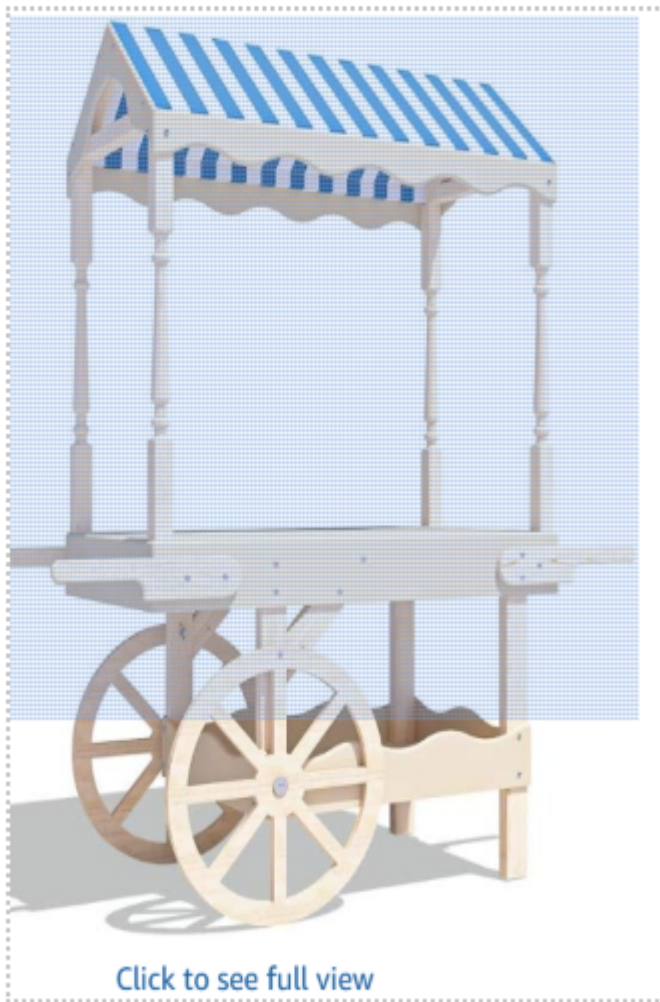
Page: Employee Details 2

- Full name Bea Hanington

Page: Additional Information

- Please add any additional information you would like to supply with this application I would be very grateful if this application could be processed in time for us to start trading by some point in November 2025 if at all possible (I appreciate it might not be though). This would allow me to make the most of the run-up to Christmas. Many of the products I am selling would make ideal Christmas presents. My mum and sister have been added as employees as they will help with the stall, but they are doing so on a volunteer basis (the money will be used for education and to help pay for a nursery place for one of the Ukrainian refugees who lived with us so he can learn English before he starts school). My Mum is a doctor and has an extended DBS. My sister is too young to have a national insurance number (she is 14). Many thanks. Annabel.





[Click to see full view](#)

[Candy Cart Sweet Stall Wedding Favors Stand Celebrations Birthday Party Buffet - Portobello Collapsible Candy Cart : Amazon.co.uk: Home & Kitchen](#)

We have painted it candy pink and white and are changing the wheels to proper ones so we can wheel it around easily

I believe it is 190cm tall, 150cm long and 60cm wide.

|

RE: Consultation on Street Trading Consent Application – Steel Roses Summertown (Peripatetic Licence)

From Alex Bloomfield [REDACTED]
Date Wed 15/10/2025 12:58 PM
To STEAD Matthew [REDACTED]

Dear Matt

Please be aware there are no adverse comments from TVP

Kind Regards

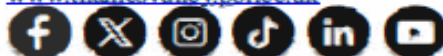
Alex

Alex Bloomfield



Protecting Our Communities

C0714 Alex Bloomfield
Licensing Officer
Operational Effectiveness Unit
[REDACTED]
[REDACTED]
[REDACTED].uk
licensing@thamesvalley.police.uk
www.thamesvalley.police.uk



Want to know more about Licensing or the Night Time Economy?

Read our **Licensing Op Guidance**:

[Licensing & NTE Operational Guidance](#)

[Test Purchasing Operational Guidance](#)

[Op Makesafe Operational Guidance](#)

To: General Purposes Licensing Sub-Committee
Date: 3 November 2025
Report of: David Butler: Director of Planning and Regulation
Title of Report: Maria Reyes Valencia Street Trading Application

Summary and recommendations	
Decision being taken:	To determine a street trading application from Maria Reyes Valencia
Key decision:	No
Corporate Priority:	Enable an Inclusive Economy Support Thriving Communities
Policy Framework:	City of Oxford Street Trading Policy

Recommendation(s): That the General Purposes Licensing Sub-Committee:
1. Consider all the information before them, written and oral evidence, which relates to Maria Reyes Valencia's application.
2. Determine from the options given in the report, the application to trade on the street in Oxford

Information Exempt from Publication
The report does not contain any information which is exempted from publication.

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	Application for street trading and supplementary documentation	No
Appendix 2	Consultation response	No

Introduction

1. This is an application from Maria Reyes Valencia ('the applicant') for a static Street Trading Consent to allow her to sell food and hot and cold drinks from a converted horsebox.
2. Street Trading consent can only be granted by the Sub Committee.
3. Street trading consent is granted subject to the Council's standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent that it considers "reasonably necessary".

Trading Location

4. The location of the application is on Armstrong Road, Littlemore, Oxford, as identified in the plan contained within Appendix 1.
5. There are no road traffic orders that restrict parking on the road in the selected location, so the applicant can park there throughout the proposed trading time without restriction.

Trading Times

6. The applicant wishes to trade Monday-Friday 0800 – 1600 and Saturday-Sunday 0800 – 1400.

Consultation

7. The consultation exercise required by the Policy was carried out. Supporting representation was received from Cllr Stares and Cllr Corais. Another supporting letter was received with the application from Steph Provins of Peabody.

Legislative Background

8. In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 the Council can manage street trading by designating streets as "consent streets", "licence streets" or "prohibited streets". All streets within Oxford are currently designated "consent streets" and any trading requires the grant of a street trading consent. Street trading consent may be granted as the Council "thinks fit".

9. When exercising the power to grant and enforce consents the Sub Committee should only take into account relevant considerations, must give each applicant or consent holder a fair hearing and should give reasons for their decisions.

10. Street trading consent is granted subject to the Council's standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent it considers "reasonably necessary". In this case the Council determined that a set of Special Conditions were reasonably necessary and so they were attached to the consent.

11. Section 5 of the Oxford City Council Street Trading Policy 2024 describes the scheme of delegation for Street Trading Consents and gives the General Purposes Licensing Case Work Subcommittee responsibility for determination of cases referred by the Director of Planning and Regulation

12. Street Trading regulatory matters are determined on behalf of the Director of Planning and Regulation by the Business Regulation Team (BRT).

13. A person Street trading without the necessary consent is liable upon summary conviction for each offence to a fine not exceeding level three on the standard scale. Level three is currently set at £1000.

Options

14. The options before the Sub-committee are:

- a. To grant the Street Trading Consent; or .
- b. To grant the street Trading Consent with the imposition of additional conditions other than those contained within the Policy; or
- c. To refuse the application for a Street Trading Consent.

Financial implications

15. The Council collects fees for Street Trading Consents. Estimated income from Street Trading Consent fees are included in the Council's budget.

Legal issues

16. The Sub-committee may grant a Street Trading Consent if it 'thinks fit'. Consent may be revoked at any time. A street trader cannot be said to enjoy security of tenure and there is no requirement for the Council to give compensation for the loss of any Consent (other than any refund of Consent fees paid in advance). However, any decision to refuse an application or terminate Street Trading Consents may be subject to a judicial review challenge and if the refusal is held to be unreasonable or unlawful then the Court could award damages to the applicant .

17. Any determination of an application for Consent must be proportionate taking into account all relevant circumstances and the Consent holder's right to a fair hearing. A consent should not be revoked or altered arbitrarily and without clear reason.

Policy Considerations

18. The following Policy points are of relevance in this matter:

- a. *8.1: When determining an application for the grant or renewal of a Consent, the council will consider all relevant information relating to the suitability of the applicant and any employees.*
- b. *8.2: The Business Regulation Team aims to work closely with other enforcement authorities to regulate relevant legislation where necessary.*
- c. *11.3: At renewal, the Council may take into consideration any relevant information about the trading operation.*
- d. *11.4: Where a renewal application has been made and there have been complaints or enforcement issues or fees have not been paid on time, then the application may be referred to the General Purposes Licensing Casework Sub-Committee.*

- e. 19.1: *The Council may revoke a Street Trading Consent at any time, on any reasonable grounds. This may be for a variety of reasons including breach of conditions, non-payment of fees or when the site location is no longer suitable/accessible e.g. due to emergency repairs in the street or construction /redevelopment work.*
- f. 18.5: *Failure to comply with one or more of the standard conditions of Consent may lead to suspension, variation, revocation or non-renewal of Street Trading Consent. The Consent Holder may also be prosecuted where a criminal offence has occurred.*

Level of risk

19. The risks associated with this application are relatively low overall. The committee will consider the risks against those criteria identified in the Policy but the most relevant factor in this case is probably:

20. Public safety – low traffic risk, the unit will be parked at the side of the road where vehicles are ordinarily parked, there are no restrictive RTO's in that location.

Equalities impact

21. The Council has a Public Sector Equality Duty (PSED) under the Equality Act 2010 to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between people who share a relevant protected characteristic and those who don't share it;
- Foster good relations between people who share a relevant protected characteristic and those who do not (which involves having due regard, in particular, to the need to tackle prejudice and promote understanding).

22. It is not considered that there will be any adverse impact on persons with protected characteristics.

Report author	Alessandra Ruggirello
Job title	Business Regulation Compliance Officer
Service area or department	Miscellaneous Licensing: Business Regulation Team
Telephone	01865 335771
e-mail	Aruggirello@oxford.gov.uk

Background Papers:	
1	Oxford City Council Street Trading Policy, which can be accessed here: Street Trading Policy Oxford City Council

This page is intentionally left blank

Appendix One

Maria Reyes Valencia's application, including plans and photo's.

Page: Your Details

- What type of application are you making? New Application
- Full name Maria Reyes Valencia

Page: Goods / Items to be Sold

- Proposed trading name Mima's
- Type of goods to be sold Organic Coffee Organic Herbal Tea Low Sugar Organic Soft drinks in cans. Artisanal organic baked goods
- Do you intend to sell hot / cold food? Yes
- Which Local Authority are you registered with? Oxford City Council
- Food premises registration number FDZ790 - MCBYSN - R6Z5B1
- Whose name is the registration held in Maria Reyes Valencia
- Have you been inspected by Environmental Health and given a current Food Hygiene Rating? No
- Details of recyclable or biodegradable packaging you intend to use Renewable and Compostable Eco catering disposables by Vegware

Page: Trading Details

- Please set out the times you are proposing to trade on each day

Proposed trading times

Monday	8am - 4pm
Tuesday	8am - 4pm
Wednesday	8am - 4pm
Thursday	8am - 4pm
Friday	8am - 4pm
Saturday	8am - 2pm
Sunday	8am - 2pm

- Please provide full details of the site, sites or peripatetic route for which you are applying
Armstrong Road, Littlemore OX44XT
- Will you be trading from a vehicle? Yes

Page: Vehicle Details

- Vehicle registration number SCK40000000178487
- Vehicle make and model Ifor Williams HB505 Horse Trailer
- Revenue weight of vehicle as on V5C (logbook) 2340

Page: Street Trading Policy

- Public safety Self contained horsebox. With lights for visibility from both road and path. No outside obstructions to road traffic or pedestrians footpath.
- Public order It does not represent any risk to the public. We aim to provide a hub for our community in Littlemore and the new housing estate New place that we are part of. Our horsebox has been beautifully converted to a high standard for maximum safety of customers and staff. We have made sure all our equipment including gas for dual coffee machine has been installed by a certified gas engineer.
- The avoidance of public nuisance We run on a electric generator using solar panels where possible to keep both noise and air pollution down. Our ethos involves both sustainability aswell as catering high quality food and drink for our community. We aim to provide healthier alternatives focusing on low sugar and avoiding additives and perseveratives in our products. We are 100% plantbased and eco conscious café.
- Appearance of the stall or vehicle Using both wood pannels combined with the original horsebox structure it has been painted with low toxicity paint. We aim to bring fun and comfort to the area with a fresh and clean look.
- Needs of the area We have spoken to many residents who feel we truly need a community hub, that is built from, and provides for the community. A place to grab a coffee and light bite on the way to work or whilst doing the school run. There is currently no amenities or food offerings on the new estate, something that a lot of residents have shared their views on. We aim to provide a service for the community of Newman place and fill a gap that so many of the residents feel is present
- Environmental credentials We aim to keep our waste down by small batch baking. We run over 90% on electric generator with a dual gas coffee machine as a back up when needed. During summer we will maximise solar panel to charge the generator. We have chosen to use organic coffee and tea aswell as organic ingredients in our bakes that benefit the environment and wellbeing of our customers.
- Food safety measures (if relevant) By being 100% plantbased we hope to cater for dairy free, egg free allergy suffers aswell and allowing us to minimise cross contamination.
- Highway safety Making sure the horsebox cafe is positioned in a way that does not block view to road turns or traffic lights. No obstructions added outside the horse box which can cause issues with emergency services on the road or footpath.
- Do you agree to comply with the Street Trading policy? Yes
- Will you be the sole operator of the vehicle or stall? Yes

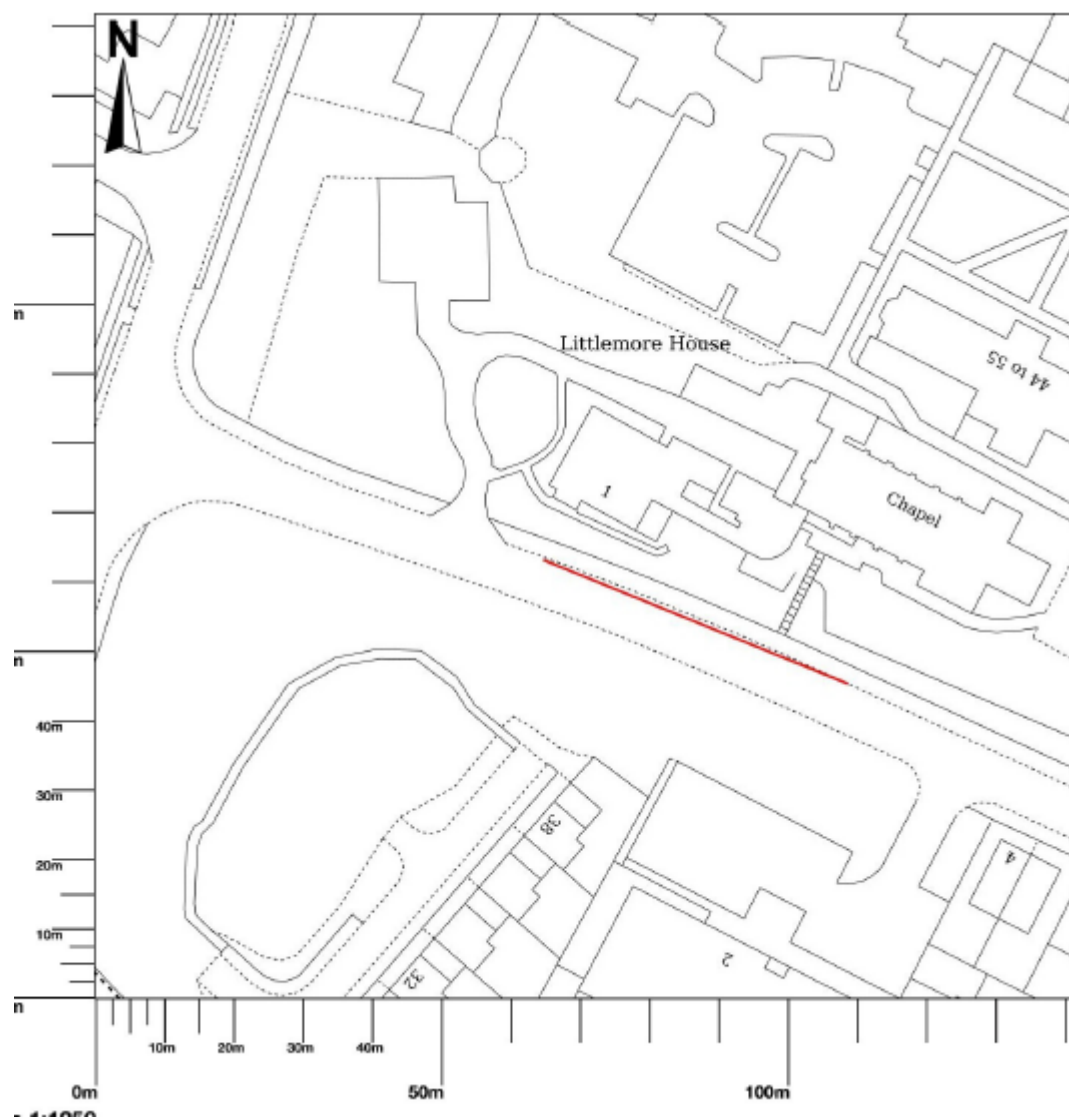
Page: Additional Information

- Please add any additional information you would like to supply with this application We are currently looking at waste transfer providers and will have this in order once our applications is successfully. We do plan on donating coffee grounds with Risinghurts and headington allotments as many plot holders have been interested. We have had support from peabody housing association aswell as local councillors who would like to support our horsebox cafe on Armstrong Road.









Appendix Two

Consultation response from Cllr Stares and Cllr Corais and letter of support from Peabody.

Hello Matthew
I fully support this application.
This would be a welcome community asset to Newman PI where there is currently no facilities or communal focus.
I believe this well thought out and environmentally friendly venture has considered the needs of the area and will bring many benefits to the community.
Regards
Cllr Anne Stares
Littlemore Ward

Dear Matthew Stead,

Apologies for the delay in responding to your email — I'm not sure how I missed it.

Although I understand the consultation period for Mima's Horsebox Café on Armstrong Road, Littlemore may have closed, I still wanted to express my full support for the proposal. I believe the café would be a wonderful addition to the area and bring real benefits to the local community.

Please do keep me informed when the application is approved, as I'd love to help share the good news and support the initiative further.

Thank you for your time.

Best regards,
Cllr Tiago Corais
Oxford City Councillor for Littlemore



Get in touch with us at:
www.peabody.org.uk/contact-us
or phone 0300 123 3456

Sign up to
My Peabody now

peabody.org.uk/your-home/my-peabody/



Ms M Valencia
34 Lavender Drive
Littlemore
OX4 4UZ

17th September 2025

Dear Maria,

Thank you for meeting with my colleagues and I to discuss your plans for Mima's Café.

We are happy to fully support your application and agree that Armstrong road would be the perfect location to operate.

We especially love the idea that you want to use this to bring the community together whilst being able to provide organic coffee, artisanal bakes and healthy snacks all while being economically friendly by being 90% solar powered.

Kind regards

Steph Provins

Steph Provins
Neighbourhood Manager

To: General Purposes Licensing Sub-Committee
Date: 3 November 2025
Report of: David Butler: Director of Planning and Regulation
Title of Report: Hellal Ahmed Street Trading Application

Summary and recommendations	
Decision being taken:	To determine a street trading application from Hellal Ahmed
Key decision:	No
Corporate Priority:	Enable an Inclusive Economy Support Thriving Communities
Policy Framework:	City of Oxford Street Trading Policy

Recommendation(s): That the General Purposes Licensing Sub-Committee:
1. Consider all the information before them, written and oral evidence, which relates to Maria Reyes Valencia's application.
2. Determine from the options given in the report, the application to trade on the street in Oxford

Information Exempt from Publication
The report does not contain any information which is exempted from publication.

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	Application for street trading and supplementary documentation	No

Appendix 2	Response to consultation	No
-------------------	--------------------------	----

Introduction

1. This is an application from Hellal Ahmed ('the applicant') for an established street trading location on private land to the front of Cowley Workers Sports and Social Club.
2. Street Trading Consent can only be granted by the Sub-committee.
3. Street Trading Consent is granted subject to the Council's standard conditions. The Sub-committee may amend or attach any additional conditions to a Street Trading Consent that it considers "reasonably necessary".
4. This location has previously been traded from by Mohib Ullah, who has sold the equipment to Hellal Ahmed. Street Trading Consents cannot be transferred, and so Mr Ahmed must make a new application.

Trading Location

5. The location of the application is on the front of Cowley Workers Sports and Social Club. Previously, with the same trading unit, Mr Ullah traded here for approximately five years.
6. The land is not in public ownership and so the applicant has secured the agreement of the landowner to position the trading unit on the land.

Trading Times

7. Previously Mr Ullah traded everyday 1100 – 1800, the new application represents a change in these hours. The application proposed trading between 1100 – 2200.

Consultation

8. The consultation exercise required by the Policy was carried out. Thames Valley Police responded to state they have no objections to the proposal.

Legislative Background

9. In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 the Council can manage street trading by designating streets as "consent streets", "licence streets" or "prohibited streets". All streets within Oxford are currently designated "consent streets" and any trading requires the grant of a street trading consent. Street trading consent may be granted as the Council "thinks fit".

10. When exercising the power to grant and enforce consents the Sub-committee should only take into account relevant considerations, must give each applicant or consent holder a fair hearing and should give reasons for their decisions.

11. Street Trading Consent is granted subject to the Council's standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent it considers "reasonably necessary". In this case the Council determined that a set of Special Conditions were reasonably necessary and so they were attached to the consent.

12. Section 5 of the Oxford City Council Street Trading Policy 2024 describes the scheme of delegation for Street Trading Consents and gives the General Purposes Licensing Case Work Sub-committee responsibility for determination of cases referred by the Director of Planning and Regulation.

13. Street Trading regulatory matters are determined on behalf of the Director of Planning and Regulation by the Business Regulation Team (BRT).

14. A person Street trading without the necessary consent is liable upon summary conviction for each offence to a fine not exceeding level three on the standard scale. Level three is currently set at £1000.

Options

15. The options before the Sub-committee are:

- a. To grant the Street Trading Consent; or
- b. To grant the Street Trading Consent with the imposition of additional conditions other than those contained within the Policy; or
- c. To refuse the application for a Street Trading Consent.

Financial implications

16. The Council collects fees for Street Trading Consents. Estimated income from Consent fees are included in the Council's budget.

Legal issues

17. The Sub-committee may grant a Street Trading Consent if it 'thinks fit'. Consent may be revoked at any time. A street trader cannot be said to enjoy security of tenure and there is no requirement for the Council to give compensation for the loss of any Consent (other than any refund of Consent fees paid in advance). However, any decision to refuse an application or terminate Street Trading Consents may be subject to a judicial review challenge and if the refusal is held to be unreasonable or unlawful then the Court could award damages to the applicant.

18. Any determination of an application for Consent must be proportionate taking into account all relevant circumstances and the Consent holder's right to a fair hearing. A consent should not be revoked or altered arbitrarily and without clear reason.

Policy Considerations

19. The following Policy points are of relevance in this matter:

- a. *8.1: When determining an application for the grant or renewal of a Consent, the council will consider all relevant information relating to the suitability of the applicant and any employees*
- b. *8.2: The Business Regulation Team aims to work closely with other enforcement authorities to regulate relevant legislation where necessary.*
- c. *11.3: At renewal, the Council may take into consideration any relevant information about the trading operation*

- d. 11.4: *Where a renewal application has been made and there have been complaints or enforcement issues or fees have not been paid on time, then the application may be referred to the General Purposes Licensing Casework Sub-Committee.*
- e. 19.1: *The Council may revoke a Street Trading Consent at any time, on any reasonable grounds. This may be for a variety of reasons including breach of conditions, non-payment of fees or when the site location is no longer suitable/accessible e.g. due to emergency repairs in the street or construction /redevelopment work.*
- f. 18.5: *Failure to comply with one or more of the standard conditions of Consent may lead to suspension, variation, revocation or non-renewal of Street Trading Consent. The Consent Holder may also be prosecuted where a criminal offence has occurred*

Level of risk

20. The risks associated with this application are relatively low overall. The committee will consider the risks against those criteria identified in the Policy but the most relevant factor in this case is probably:

21. Public nuisance, the later hours may increase the impact of people gathering around the unit. However, it is already outside of an entertainment premises and trading finishes at 2200.

Equalities impact

22. The Council has a Public Sector Equality Duty (PSED) under the Equality Act 2010 to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between people who share a relevant protected characteristic and those who don't share it;
- Foster good relations between people who share a relevant protected characteristic and those who do not (which involves having due regard, in particular, to the need to tackle prejudice and promote understanding.

23. It is not considered that there will be any adverse impact on persons with protected characteristics.

Report author	Matt Stead
Job title	Supervising Senior Licensing Officer
Service area or department	Miscellaneous Licensing: Business Regulation Team
Telephone	01865 335771
e-mail	Mstead@oxford.gov.uk

Background Papers:	
1	Oxford City Council Street Trading Policy, which can be accessed here: Street Trading Policy Oxford City Council

This page is intentionally left blank

Appendix One

Application pack received from Hellal Ahmed

Page: Your Details

- What type of application are you making? New Application
- Full name Hellal Ahmed

Page: Goods / Items to be Sold

- Proposed trading name Khairo's halal Street food
- Type of goods to be sold Curry Rice wraps burgers and soft drinks
- Do you intend to sell hot / cold food? Yes
- Which Local Authority are you registered with? Oxford city council
- Address where food is prepared, including postcode Cowley workers social club
Between Towns road OX4 3LZ
- Food premises registration number Wr18 ggo
- Whose name is the registration held in Hellal ahmed
- Have you been inspected by Environmental Health and given a current Food Hygiene Rating? Yes
- Food hygiene rating 5
- Date rating awarded Thu 21st Nov 2024
- Details of recyclable or biodegradable packaging you intend to use Paper for wraps, recyclable hot food containers, paper boxes. Paper bags, Wooden spoon and fork

Page: Trading Details

- Please set out the times you are proposing to trade on each day

Proposed trading times

Monday	11:00 to 22:00
Tuesday	11:00 to 22:00
Wednesday	11:00 to 22:00
Thursday	11:00 to 22:00
Friday	11:00 to 22:00
Saturday	11:00 to 22:00
Sunday	11:00 to 22:00

- Please provide full details of the site, sites or peripatetic route for which you are applying
Infront of cowley workers social club private car park. Between Towns road Ox4 3lz
- Will you be trading from a vehicle? No

Page: Street Trading Policy

- Public safety There will not be substantial risk to the public. Factors taken into account which include: obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site
- Public order There will be no street trading activity represents, or is likely to represent, a substantial risk to public order.
- The avoidance of public nuisance There will be no street trading activity represents, or is likely to represent, a substantial risk of nuisance to the public, particularly in residential areas.
- Appearance of the stall or vehicle The food trailer is maintained in good condition, and smart in appearance and meet the criteria, including size, laid down in the standard Consent Conditions. Photographs or sketches, including dimensions are provided with application and requests for approval of changes to or replacement of a stall or vehicle. The general appearance of the vehicle or stall will be in order to determine that the unit will not detract from the appearance of the surrounding area.
- Needs of the area Area is under Cowley Workers Social Club
- Environmental credentials Measures will be taken to minimise the impact of the proposed operation on the local and global environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, recycling and waste disposal, adopting sustainable sourcing approaches to food and drink; using sustainable sources of energy for their trading activities; and considering how their customers' rubbish is dealt with responsibly including composted and recycled.
- Food safety measures (if relevant) All food safety measures will be in place for the public safety
- Highway safety The location and operating times will be such that the highway can be maintained in accordance with the Oxfordshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.
- Do you agree to comply with the Street Trading policy? Yes
- Will you be the sole operator of the vehicle or stall? Yes

Page: Additional Information

- Please add any additional information you would like to supply with this application
Khairo's halal Street food was owned by Mohib Ullah previously and now I will be owning the business. Everything will be the same as before except for closing timing of the business and ownership.





COWLEY WORKERS SPORTS & SOCIAL CLUB

NON-POLITICAL UNION AFFILIATED & INSTITUTE

C.W.S.C FOUNDED 1929 VAT 194 2273 54 Tel: 01865 430446

Between Towns Road, Cowley, Oxford OX4 3LZ

25th July 2025

Khairo's Start Food may continue trading in front of the Cowley Workers Social Club, subject to the Terms and Conditions set out below being signed and adhered to:

Terms and Conditions

1. The named business must acknowledge that support for the issuing of a waiver can be withdrawn at any time by The Cowley Workers Social Club.
2. The waiver cannot be assigned to any other person or company nor can there be any change in the beneficial ownership of Hellal Ahmed from that which exists at the date of this Agreement
3. The site from which the Kebab Van may operate, will be at the front of the Building, and must not block/obstruct any pathways.
4. Supporting the issue of a "waiver" will be for the named trader only to station and operate one mobile refrigeration vehicle on the site for the retail sale of hot food and no other purpose whatsoever, during the designated hours.
5. Trading will be subject to a fee of £900 per month and payable on the 19th of each Month and reviewed on a monthly basis.
6. For the avoidance of doubt it is acknowledged that this agreement does not prevent the Club from authorising the use of the site or adjoining land by other persons at any time.
7. The designated hours are specifically those agreed by the Social Club.
The designated hours agreed are 11.00 to 22:00pm Weekdays & Weekends included

8. The designated hours are inclusive of the time needed to bring the vehicle or equipment on site to set up and to remove the vehicle and all equipment. Typical setup time is 30 minutes and typical close-down time is one hour.

9. The trader is responsible for keeping the site and area immediately adjoining, clean and tidy and clear of rubbish at all times during the designated hours.

10. No waste products, particularly used oil and fat are to be deposited down the drains situated in the car park area. That any spillages of such materials should be removed, and the area thoroughly cleaned.

11. The sales vehicle and equipment must be maintained in a clean and tidy condition.

12. The site is used in such a way not to cause any nuisance, damage, disturbance or annoyance to or interference with the property of the Club or to adjoining or neighbouring property or to owners, occupiers or users thereof.

13. All statutory, local and other lawful regulations regarding the sale of foodstuffs to the public are complied with.

14. It is not the Cowley Workers responsibility if for any reason the supply cable is disconnected from the supply socket or if the mains breakers are tripped.

15. Should any breaches occur to these Terms and Conditions, the named trader, after having been given reasonable opportunity by 28 day's notice to rectify any alleged breach will cease trading at the designated site.

Appendix 2

Representation response from Thames Valley Police

Dear Matt

Please note there are no objections or concerns from the police

Kind Regards

Alex

Alex Bloomfield



This page is intentionally left blank