

# Minutes of a meeting of the General Purposes Licensing Casework Sub- Committee on Tuesday 17 January 2023

## Committee members present:

Councillor Mundy (Chair)

Councillor Coyne

Councillor Sandelson

## Officers present for all or part of the meeting:

Alison Daly, Legal Advisor

Michael Watson, Senior Licensing Officer

Richard Masters, Senior Licensing Compliance Officer

M.S. Chandni Singelee, Licensing Compliance Officer

Celeste Reyeslao, Committee and Member Services Officer

## Apologies:

No apologies.

## 46. Declarations of Interest

None.

## 47. Procedure to be followed at the meeting

The Sub-Committee noted the procedure for the hearings and the policy on the relevance of warnings, offences, cautions and convictions

## 48. Exempt Matters and Confidential Session

*The Sub-Committee agreed to take item 5 'Exempt Matters and Confidential Session' and item 6 'Application to drive Private Hire Vehicles' before item 4 on the agenda, 'Street Trading Consent Application' and then return to the remainder of the agenda as listed.*

The Sub-Committee resolved that under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the next items of business on the grounds that their presence would involve the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A of the Act.

The Sub-Committee considered matters relating to Hackney Carriage and Private Hire Vehicle licensing in private.

## **49. Application to drive Private Hire Vehicles**

The Head of the Regulatory Services and Community Safety had submitted a report to inform the determination of an application to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

- **Refuse** the application to drive Private Hire Vehicles in the City.

## **50. Public Business**

The Sub-Committee resolved to temporarily suspend items under the Exempt Matters and Confidential Session in order to consider the next item of business.

## **51. Street Trading Consent Application**

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of a Street Trading consent application for longer than three months.

Michael Watson, Senior Licensing Officer, joined the meeting. He informed the Sub-Committee of the applicant, Ms Momo Fujita-Clarkson's absence at this hearing.

The Senior Licensing Officer presented the report and advised the Sub-Committee that it was required to determine the application based on the contents of the full report which had been included in the agenda pack circulated prior to the meeting. He highlighted that the application was for two newly identified sites on private land which had not been previously listed as 'Approved Street Trading Sites'. He advised that temporary consents were issued for both sites on 15 September 2022 which had expired on 31 December 2022, and further 3 month consents were authorised by the Head of Regulatory Services and Community Safety which would expire 31 March 2023. This was due to the fact that no General Purposes Licensing Casework Sub-Committee meetings were scheduled prior to the initial consents expiring 31 December 2022.

The Senior Licensing Officer confirmed that no comments or concerns were raised for either application during the consultation period.

The Senior Licensing Officer advised the Sub-Committee that Ms Fujita-Clarkson was an established street trader in Oxford who actively communicated with the Business Regulations Team. He confirmed that the Business Regulations Team had never received any issues concerning Ms Fujita-Clarkson's business and that she paid relevant fees on time as required.

The Sub-Committee queried whether staff would be made aware of the street trading consent conditions and requirements. The Senior Licensing Officer stated that whilst this was not guaranteed by the Licensing Authority, it was part of monitoring checks performed and mentioned the authority's confidence on the basis of Ms Fujita-Clarkson's proven good track record as a street trader.

The Senior Licensing Officer left the meeting while the Sub-Committee considered the application.

The Sub-Committee noted Ms Fujita-Clarkson's previous good record as a street trader and was satisfied with the representations made on her behalf. The Sub-Committee, therefore, agreed to approve Ms Fujita-Clarkson's application for Street Trading Consents for longer than three months.

The Senior Licensing Officer re-joined the meeting and was informed of the Sub-Committee's decision. He thanked the panel and stated that the decision reached by the Sub-Committee would be communicated to Ms Fujita-Clarkson.

The Sub-Committee resolved to:

- **Approve** to grant Ms Fujita-Clarkson's application for Street Trading for Consents for longer than three months.

**52. Exempt Matters and Confidential Session - cont'd**

The Sub-Committee resolved that under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the remaining items of business on the grounds that their presence would involve the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A of the Act.

The Sub-Committee considered matters relating to Hackney Carriage and Private Hire Vehicle licensing in private.

**53. Application to drive Private Hire Vehicles**

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of an application to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

- **Adjourn** consideration of the application until the next available meeting of the Sub-Committee.

**54. Application to drive Private Hire Vehicles**

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of an application to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

- **Refuse** the application to drive Private Hire Vehicles in the City.

**55. Dates of future meetings**

The dates of future meetings were noted.

**The meeting started at 6.06 pm and ended at 8.02 pm**

**Chair .....**

**Date: Tuesday 28 February 2023**

*When decisions take effect:  
Cabinet: after the call-in and review period has expired*

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

*All other committees: immediately.*

*Details are in the Council's Constitution.*