

# General Licensing Panel Agenda



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Date: 8 January 2013  
Website: [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

A meeting of the  
**General Licensing Panel**  
will be held on Wednesday 16 January 2013 at 10.00am  
The Abbey House, Abingdon

## Panel members:

### Councillors

Ron Mansfield  
Melinda Tilley

Gill Morgan

A large print version of this agenda is available. In addition any background papers referred to may be inspected by prior arrangement.

Please note that this meeting will be held in a wheelchair accessible venue. If you would like to attend and have any special access requirements, please let the Democratic Services Officers know beforehand and they will do their very best to meet your requirements.

A handwritten signature in black ink, appearing to read "M Reed".

Margaret Reed  
Head of Legal and Democratic Services

## Agenda

**Open to the Public including the Press**

## **Map and vision**

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A map showing the location of the venue for this meeting is attached. A link to information about nearby car parking is [http://www.whitehorsedc.gov.uk/transport/car\\_parking/default.asp](http://www.whitehorsedc.gov.uk/transport/car_parking/default.asp)

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

### **1. Election of a chairman**

To elect a chairman for this hearing.

### **2. Declarations of interest**

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

### **3. Procedure for the meeting**

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The procedure to be followed at this meeting is attached.

### **4. Exclusion of the public, including the press**

The chairman to move that in accordance with section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in section 100(I) and Part 1 of Schedule 12A, as amended, to the Act when the following item is considered:

#### **Application for a Hackney Carriage/Private Hire Driver's Licence**

(Category 1 - Information relating to any individual.)

(Category 2 - Information which is likely to reveal the identity of any individual.)

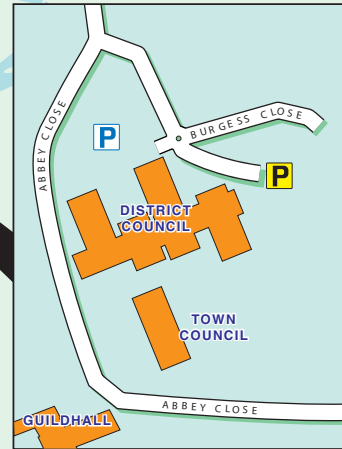
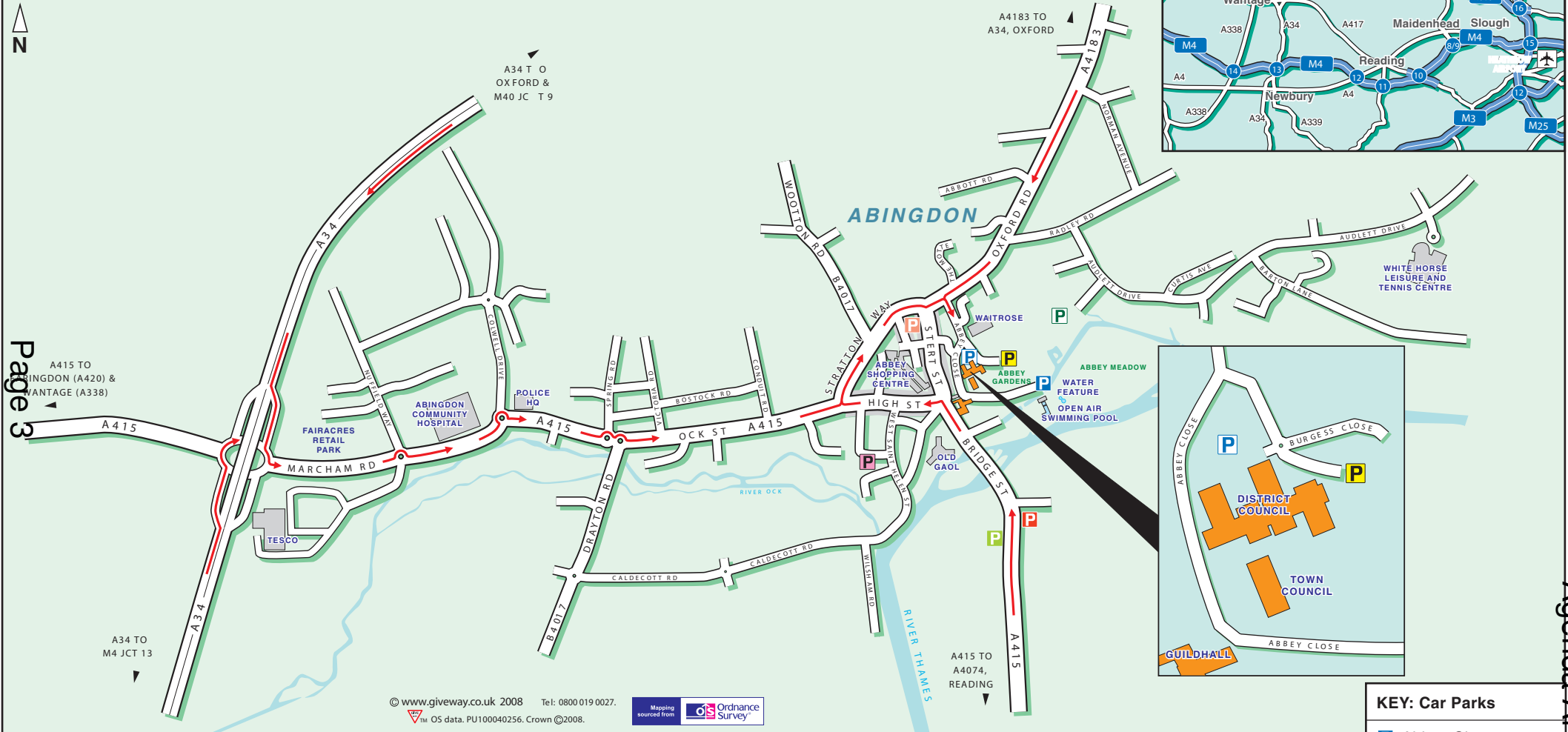
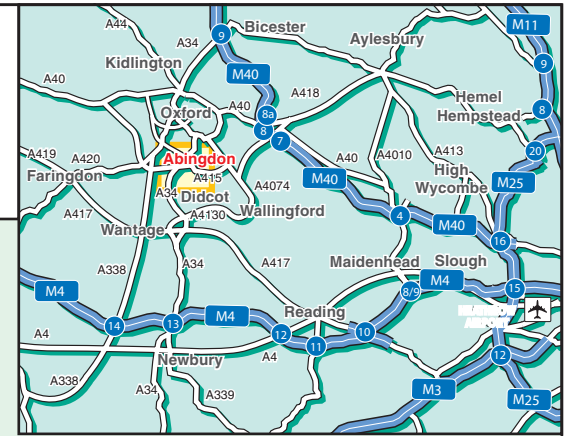
(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

### **Exempt Information Under Section 100A(4) of the Local Government Act 1972**

### **5. Application for a hackney carriage/private hire licence**

(Pages 5 - 10)

To consider the head of legal and democratic services' report.



**KEY: Car Parks**

	Abbey Close
	Cattle Market
	Charter Multi-storey
	Civic
	Rye Farm
	Hales Meadow
	Audlett Drive
	West St Helen Street

**By rail** – the nearest main line railway stations to Abingdon are either Didcot Parkway (seven miles) or Oxford (eight miles). Radley railway station is located on the main line between Oxford and Didcot and is three miles from Abingdon town centre. For details of train times visit [www.nationalrail.co.uk](http://www.nationalrail.co.uk) or call 08457 484950

**By bus** – there are a number of bus routes serving Abingdon town centre. For details of services and timetables, visit Oxfordshire County Council’s website at [www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk). Contact details for bus operators can be found on the travel information pages on our website [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

**Parking** – details of car parks charges can be found on our website

## **GENERAL LICENSING PANEL – PROCEDURE**

At the hearing, the procedure will be as follows:

1. Welcome and introductions - The chairman of the General Licensing Panel will welcome the parties to the hearing, introduce the members of the panel, and invite the parties to introduce themselves.
2. Outlining the procedure – the chairman will outline the hearing procedure.
3. Licensing officer's report – the hearing will begin with a presentation by the council's licensing officer who will present their report. Panel members can then ask any relevant questions of the licensing officer, after which the applicant/licence holder can ask the licensing officer questions.
4. The applicant/licence holder's case – the panel's chairman will invite the applicant/licence-holder (or their representative) to respond to the issues raised in the licensing officer's report. Panel members can ask any relevant questions of the applicant/licence holder, after which the licensing officer can ask the applicant/licence holder questions. The applicant/licence holder must provide any supporting material/references to the licensing officer before the meeting.
5. Final submissions – the licensing officer will be invited to summarise his/her case followed by the applicant/ licence holder or their representative.
6. Chair's final comments – the chairman will invite the parties to state whether they have had a fair opportunity to put their respective cases. The panel will deal with any issues arising prior to retiring to make its decision.
7. Consideration by the panel – at the end of the hearing, the panel will ask the parties to leave the room while the panel considers its decision. The panel can ask its legal adviser and democratic services officer to remain in the meeting to give legal or procedural advice. If the panel wishes to clarify any point that arose during the hearing, it will recall all parties, even if it only asks one party for a further explanation.
8. Panel's decision – when the panel has made its decision, its chair will invite the parties back into the meeting room and the chair will report the panel's decision to those present. The council will send a written decision notice explaining the reasons behind the decision to all parties within five working days of the hearing and give details of the licence holder's right of appeal against the decision.

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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