

Climate, Biodiversity & Planning Advisory Committee Meeting of Witney Town Council



Tuesday, 19th April, 2022 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, J Aitman, O Collins, L Duncan, V Gwatkin, M Jones and A McMahon (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

Admission to Meetings

All Council meetings are open to the public and press unless otherwise stated.

As an Advisory Committee of the Council this meeting will take place virtually via Zoom. All decisions of this meeting will be recommendations to Full Council.

Zoom login details: <https://us06web.zoom.us/j/86936624916?pwd=eDQralBEQmI4TTRtNIRzQXdBWlhDUT09>

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witney-tc.gov.uk Tel: 01993 226071

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

Agenda

1. Apologies for Absence

To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic & Legal Services Officer (democracy@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

Standing Order 309a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have informed the Proper Officer **before** the meeting that they are unable to attend.

2. Declarations of Interest

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. Public Participation

The meeting will adjourn for this item.

Members of the public may speak for a maximum of five minutes each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

4. **Planning Applications** (Pages 3 - 6)

To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.

5. **Experimental Traffic Regulation Order (ETRO) for double yellow line section, Corn Street** (Pages 7 - 14)

To receive and consider an Experimental Order under the Road Traffic Regulation Act 1984. The effect of this order, which came into force on 24 December 2021 is to remove a 15-metre section of unrestricted parking on Corn Street, so as to create a continuous section of 'No Waiting at Any Time' to support promotion of Active Travel measures.

6. **Application to Vary a Premises Licence. W/22/00350/PRMV - Langdale Hall, Market Square** (Pages 15 - 34)

To consider an application to Vary a Premises Licence under the Licensing Act 2003.

7. **Road Closure Application - Witney Pride Festival Day Parade** (Pages 35 - 38)

To consider an application for road closure under the Town Police Clauses Act 1847.



Town Clerk

4

4 . 1 **WTC/040/22** Plot Ref :- 22/00662/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 28/03/2022
 Parish :- WEST Date Returned :-
 Location :- 23 SNOWSHILL DRIVE Agent
 SNOWSHILL DRIVE
 Proposals :- Erection of a single storey rear extension.
 Observations :-

4 . 2 **WTC/041/22** Plot Ref :- 22/00750/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 28/03/2022
 Parish :- EAST Date Returned :-
 Location :- 14 THE CRESCENT Agent
 THE CRESCENT
 Proposals :- Erection of a single storey rear extension.
 Observations :-

4 . 3 **WTC/042/22** Plot Ref :- 22/00503/FUL Type :- FULL
 Applicant Name :- . Date Received :- 28/03/2022
 Parish :- EAST Date Returned :-
 Location :- 16 COMPTON WAY Agent
 COMPTON WAY
 Proposals :- Installation of a sub-surface electric vehicle chargepoint in the
 public footway outside the property.
 Observations :-

4 . 4 **WTC/043/22** Plot Ref :- 22/00626/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 05/04/2022
 Parish :- EAST Date Returned :-
 Location :- NORTHFIELD FARM Agent
 HOUSE
 WOODBANK
 Proposals :- Construction of single storey building to be used as private
 gymnasium.
 Observations :-

4 . 5	WTC/044/22	Plot Ref :- 22/00746/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 05/04/2022	
	Parish :- EAST	Date Returned :-	
	Location :- PRIORY HOUSE	Agent	
	CHURCH LANE		
	Proposals :- Erection of single storey side extension.		
	Observations :-		
4 . 6	WTC/045/22	Plot Ref :- 22/00747/LBC	Type :- LISTED BUI
	Applicant Name :- .	Date Received :- 05/04/2022	
	Parish :- EAST	Date Returned :-	
	Location :- PRIORY HOUSE	Agent	
	CHURCH LANE		
	Proposals :- Internal and external alterations to include erection of single storey side extension and replacement of windows.		
	Observations :-		
4 . 7	WTC/046/22	Plot Ref :- 22/00704/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 05/04/2022	
	Parish :- WEST	Date Returned :-	
	Location :- ABBOTT DIABETES	Agent	
	CARE		
	RANGE ROAD		
	Proposals :- Alterations to extend existing car parks.		
	Observations :-		
4 . 8	WTC/047/22	Plot Ref :- 22/00812/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 06/04/2022	
	Parish :- EAST	Date Returned :-	
	Location :- 109 ETON CLOSE	Agent	
	ETON CLOSE		
	Proposals :- Flat Roof Extension with Lantern Skylight to Side of property.		
	Observations :-		
4 . 9	WTC/048/22	Plot Ref :- 22/00903/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 06/04/2022	
	Parish :- EAST	Date Returned :-	
	Location :- 317 MANOR ROAD	Agent	
	MANOR ROAD		
	Proposals :- Two storey side extension.		
	Observations :-		
4 . 10	WTC/049/22	Plot Ref :- 22/00925/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 06/04/2022	
	Parish :- SOUTH	Date Returned :-	
	Location :- 17 SAXON WAY	Agent	
	SAXON WAY		

Proposals :- Single and two storey side extensions.

Observations :-

4 . 11

WTC/050/22

Plot Ref :- 22/00792/HHD Type :- HOUSEHOL

Applicant Name :- .

Date Received :- 11/04/2022

Parish :- CENTRAL

Date Returned :-

Location :- 59 BURFORD ROAD
BURFORD ROAD

Agent

Proposals :- Erection of an outbuilding.

Observations :-

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OXFORDSHIRE COUNTY COUNCIL

OXFORDSHIRE COUNTY COUNCIL (WITNEY, CORN STREET) (PROHIBITION OF WAITING) EXPERIMENTAL ORDER 2021

STATEMENT OF REASONS

Various proposals have been developed and prioritised across Witney as a result of funding received from the Department for Transport's Active Travel Emergency Fund. The proposals will aid active and healthy travel, which form part of the response to the COVID-19 Pandemic, and aim to 1) Make walking and cycling safer for everyone 2) make local shops, schools and employment easier to get to by walking and cycling, and 3) provide more choice for travelling in Witney.

The Experimental Traffic Regulation Order (ETRO) removes approx. 3 parking spaces on Corn Street outside Nos. 148-152 and the introduction of 'No Waiting at Any Time' (double yellow lines) parking prohibition to specifically to allow the continuity of the cycle lane through that section of carriageway.

The Experiment will be closely monitored during its operation and any comments/complaints that are received will be given due consideration with a view to deciding whether the experiment, or any part of it should become permanent.

The County Council continues its responsibility to consider the provision of convenient and safe movement of motor vehicles and other traffic, and the proposed measures are aimed at ensuring that ¹ danger is minimised whilst ² facilitating the effective and safe movement of traffic, ³ access to amenities, and ⁴ to improve air quality/reduce pollution.

Detailed documents accompany this document.

Date: 16 December 2021

Traffic and Road Safety Team,
for the Director for Community Operations
Oxfordshire County Council
County Hall
New Road
Oxford,
OX1 1ND

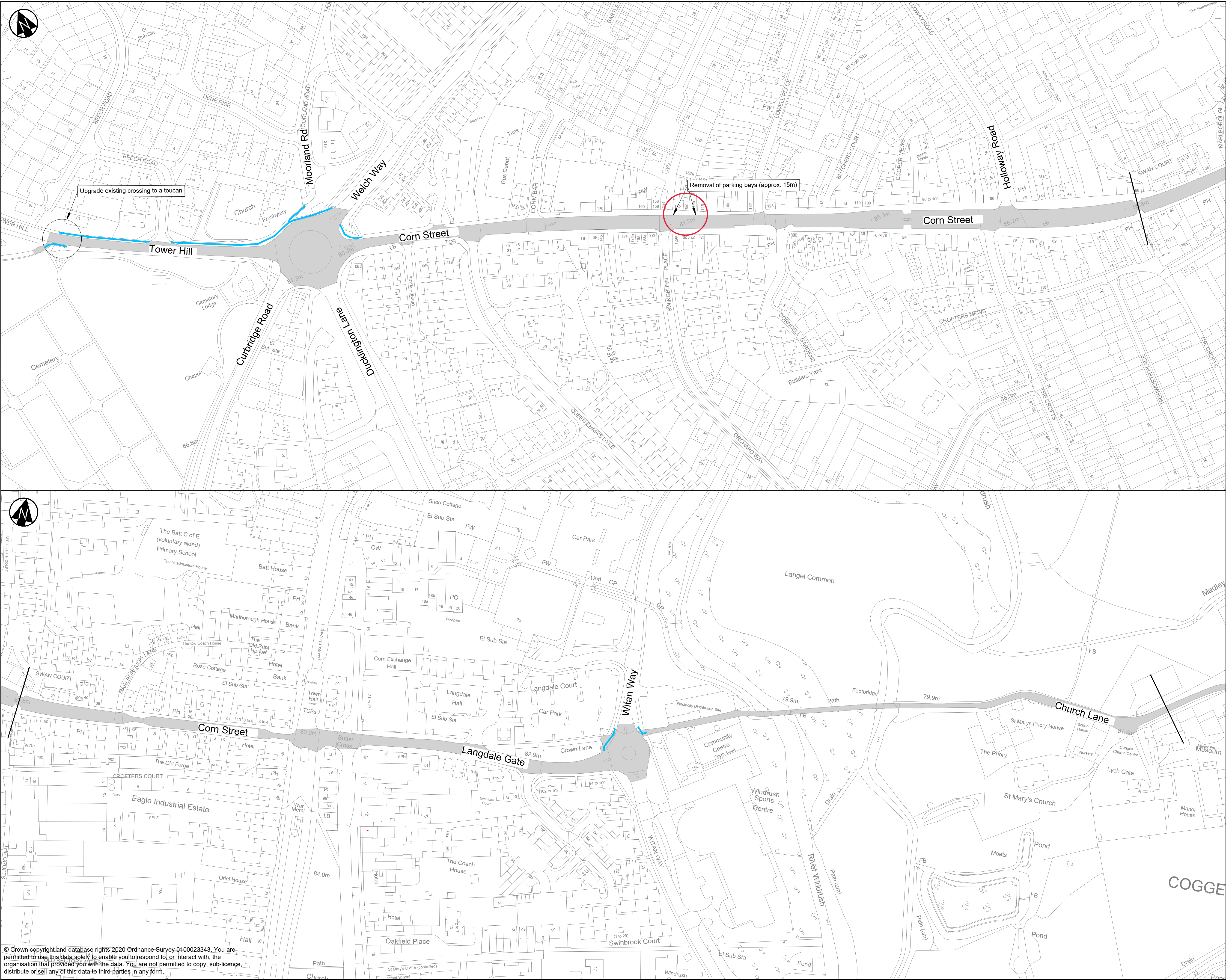
¹ Section 1 (1) (a) Road Traffic Regulation Act 1984

² Section 1 (1) (c) Road Traffic Regulation Act 1984

³ Section 1 (1) (f) Road Traffic Regulation Act 1984


⁴ Section 1 (1) (g) Road Traffic Regulation Act 1984



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- Notes:
1. Do not scale from this drawing.
 2. Site verify all dimensions prior to construction
 3. Report all discrepancies to the Drawing Originator immediately
 4. This drawing is to be read in conjunction with all relevant documents and drawings

- Key:
- Conversion to unsegregated shared-used path
 - Routes for improvement

Residual Risk Assessment
Wherever possible, risk is designed-out of this proposal during the design process. Where this is not possible the risk is indicated by this symbol. 
SIGNIFICANT CDM HEALTH & SAFETY RISKS

F00	15-01-21	First Issue	JNM	VA	LMD
Rev	Date	Description	Dm	Chkd	App
Revisions					
Drawing Originator					
 Working On Behalf Of					
					
Drawing Status					
Feasibility					
Project Name					
695020 - Active Travel Tranche 2					
Title					
Witney Consultation for Traffic Orders Sheet 1 of 2					
Sheet Size	Scale	Drawn by	Checked by	Approved by	
A1	1:1250	JNM	VA	LMD	
		Drawn Date	Checked Date	Approved Date	
06-01-21		15-01-21		15-01-21	
Drawing Number					
695020-SKA-HGN-WIT-DR-CH-0005					
Status					
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Rev					
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**OXFORDSHIRE COUNTY COUNCIL
(WITNEY, CORN STREET)
(PROHIBITION OF WAITING)
EXPERIMENTAL ORDER 2021**

NOTICE is given that on 13th December 2021 Oxfordshire County Council made the above experimental order under the Road Traffic Regulation Act 1984. The effect of this order, which comes into force on **24 December 2021** is to remove a 15-metre section of unrestricted parking on Corn Street outside Nos. 148-152, so as to create a continuous section of 'No Waiting at Any Time' (double yellow lines) to support promotion of 'Active Travel' measures.

The Experimental Order will remain in force for a maximum period of 18 months. If the provisions of this experimental Order are made permanent the measures will be incorporated into the Oxfordshire County Council (Various Roads - West Oxfordshire) (Prohibition and Restriction of Waiting and Permitted Parking) Order 2012 (as amended) which will be further amended accordingly.

This Order contains provisions allowing the Director for Communities/Environment and Place to modify or suspend the Order or any provisions of the Order (if appropriate) in accordance with Section 10(2) of the Road Traffic Regulation Act 1984.

The Council will be considering in due course whether the provisions of the experimental Order should be continued in force indefinitely. Any person may object to the making of an order for the purposes of such indefinite continuation within a period of 6 months:

- (a) beginning with the day on which the experimental Order comes into force (24 December) or
- (b) if that Order is varied by any order made by the Council or modified by the Director for Communities/Infrastructure Delivery of the Council pursuant to section 10(2) of the 1984 Act, beginning with the day on which the variation or modification comes into force.

Documents giving more details of the order are available for public inspection online by visiting: <https://letstalk.oxfordshire.gov.uk>. Copies may be made available on request.

If you wish to question the validity of the experimental Order or of any provision contained in it on the grounds that it is not within the powers conferred by the Road Traffic Regulation Act 1984, or on grounds that any requirement of this Act or of any instrument made under it has not been complied with in relation to this Order, you may within 6 weeks from 13 December 2021 apply to the High Court for this purpose.

Traffic Regulation Team (Ref:CM.12.6.410) for the Director for Environment and Place, Oxfordshire County Council, County Hall, New Road, Oxford OX1 1ND.

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**OXFORDSHIRE COUNTY COUNCIL
(WITNEY, CORN STREET)
(PROHIBITION OF WAITING)
EXPERIMENTAL ORDER 2021**

The Oxfordshire County Council ("the Council") in exercise of its powers under Section 9 of the Road Traffic Regulation Act 1984 ("the Act") and all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act, make the following Order.

1. This Order may be cited as the Oxfordshire County Council (Witney, Corn Street) (Prohibition of Waiting) Experimental Order 2021 and shall come into force on the 24th day of December 2021.
2. (1) Any reference in this Order to any enactment (meaning any act and any subordinate legislation as defined in the Interpretation Act 1978) shall be construed as a reference to that enactment as amended or replaced by any subsequent enactment.

(2) The restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any other enactment.
3. The effect of this order and for the duration of this order is to remove a 15 metre section of `unrestricted parking` on Corn Street outside Nos.148-152, so as to create a continuous section of 'Prohibition of Waiting at Any Time'
4. Save as provided in article 5 of this order, no person shall cause or permit a motor vehicle to wait in the length of road specified in article 3.
5. Nothing in article 4 shall apply to a vehicle being used for any purposes specified in article 11 (general exemptions) or article 12 (exemptions for Disabled Persons Vehicles) within the Oxfordshire County Council (Various Roads - West Oxfordshire) (Prohibition and Restriction of Waiting and Permitted Parking) Order 2012 (as amended).
6. If the provisions of this Experimental Order are made permanent, the measures specified will be added by amendment to the Oxfordshire County Council (Various Roads - West Oxfordshire) (Prohibition and Restriction of Waiting and Permitted Parking) Order 2012 (as amended).
7. The Director for Communities / Environment and Place of the Council is empowered to modify or suspend this Order or any provision of it pursuant to and in accordance with Section 10(2) of the Act.
8. This Order shall continue in force for a maximum period of 18 months from the date on which it comes into force.

GIVEN UNDER the Common Seal of the Oxfordshire County Council

this 13th day of December 2021.

**THE COMMON SEAL of THE
OXFORDSHIRE COUNTY COUNCIL**
was affixed in the presence of:

Solicitor / Designated Officer.

Reply to : Andrea Thomas
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices
Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk



The Parish Council

Your Ref: W/22/00350/PRMV

Date: 12th April 2022

Dear Parish Clerk,

LICENSING ACT 2003
APPLICATION FOR VARIATION OF PREMISES LICENCE

We have received an application for **Langdale Hall Market Square Witney Oxfordshire OX28 6AB** under the Licensing Act 2003.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **8th May 2022**

Please ensure that all email correspondence is sent to ers@westoxon.gov.uk

Yours faithfully

Licensing Team
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

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Section 1 of 18

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

Langdale Hall

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Martin

* Family name

Bull

* E-mail

Main telephone number

Other telephone number

Include country code.

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

7162099

Business name

Inclusive Care and Education

If your business is registered, use its registered name.

VAT number

-

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 18

APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number



Continued from previous page...

Non-domestic rateable
value of premises (£)

17,500

Section 3 of 18

VARIATION

Do you want the proposed
variation to have effect as
soon as possible?

☒

Yes

☐

No

Do you want the proposed variation to have effect in relation to the
introduction of the late night levy?

☐

Yes

☒

No

You do not have to pay a fee if the only
purpose of the variation for which you are
applying is to avoid becoming liable to the
late night levy.

If your proposed variation
would mean that 5,000 or
more people are expected to
attend the premises at any
one time, state the number
expected to attend

Describe Briefly The Nature Of The Proposed Variation

Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.

The Langdale hall has been trading as a license premises since 20/08/2018 offering a large Main hall and bar to the community of Witney and surrounding areas.

The hall can be used for a number of different types of functions from birthday parties, weddings and charity fundraisers ect.

The hall space is 64 ft long by 37.5ft wide, an entrance section thats 37ft long by 12.5 ft wide. There are 3 fire exits, Two double door fire exits to the front and side as well as a single door fire exit to the opposite side. Just off the hall there is a kitchen, meeting room, full bar area including ramp access and separate male, female and disabled toilets on ground floor, Upstairs there is a further 4 cubicles in a unisex toilet area. at the top of the stairs passed the toilets there is a locked door that may be accessed by staff offering an open planned room including small kitchen and small office.

Alcohol is currently served from our main bar area thats just off to the side of the hall floor space, the bar has two tills and 3 sections of pumps to serve from, Maximum staff for this size bar would be 5 people.

Section 4 of 18

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will the schedule to provide plays be subject to change if this application to
vary is successful?

☐

Yes

☒

No

Section 5 of 18

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will the schedule to provide films be subject to change if this application to vary is successful?

☐ Yes ☒ No

Section 6 of 18

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

☐ Yes ☒ No

Section 7 of 18

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

☐ Yes ☒ No

Section 8 of 18

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide live music be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of live music take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure select as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Amplified live music from solo artists and bands of all kinds.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed, above below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

Section 9 of 18

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure select as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Amplified music to be played via a sound system.

State any seasonal variations for playing recorded music.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Continued from previous page...

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

☐ Yes ☒ No

Section 11 of 18

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Provide a description of the type of entertainment that will be provided.

Live and amplified music at private, public and ticketed event of all kinds.

Will this entertainment take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure select as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

N/A

State any seasonal variations for entertainment.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for entertainment at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

Continued from previous page...

PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure select as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

N/A

Continued from previous page...

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non standard timings. Where the premises will be used for the provision of late night refreshment at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

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SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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THURSDAY

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End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption?

☐ On the premises ☐ Off the premises ☒ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

Provide information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

The Langdale hall is a community centre for all ages with a wide range of activities over the week. We take our responsibility to keep everyone safe very seriously.
SIA door staff along side regularly trained bar staff are always ensuring the safety of our guests, each event is individually risk assessed to ensure groups of all ages can be kept safe.
Examples of this would be our challenge 25 policy to purchase alcohol at the bar and anyone under the age of 18 needs to be accompanied by an adult at all times.
We do not have any gamberling machines in the property.

Section 15 of 18

Continued from previous page...

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

Continued from previous page...

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

N/A

☒ I have enclosed the premises licence

☐ I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

Section 16 of 18

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General –all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

All functions will be limited by number, open and close at the restricted times.
All present will be kept safe by abiding by all premises restrictions and fire safety regulations. We will have sufficient number of staff on the premises to cover longer hours & busy times when entertainment is provided and all staff will under go regular training.
SIA registered staff will be at each event, each event will be risk assessed so that the correct number of staff are in place for each event.
We will take any necessary steps to remedy any problems that may arise as have we been since 2018.

b) The prevention of crime and disorder

All functions will be limited by number and open and close at designated times.
Request photographic identification to control underage drinking 'Challenge 25' rule will be promoted.
Sufficient number of SIA registered door supervisors will be in place.
Plastic cups & bottles used at certain events.
Regular bin and glass collections throughout the night.
We have Full HD CCTV in operation covering all entrances and exits to the building including the car park area.

c) Public safety

The building is covered by fire protection of alarms and smoke detectors. The main hall has front, side and rear emergency exits all fitted with strike bars. Emergency lighting is in place all around the building. We also have a full HD CCTV in operation covering all entrances and exits to the building. Annual gas safety check, main electrical check (once every 5 years); PAT testing (portable electrical appliance testing), up to date health & safety policy & risk assessments. Employers & public liability insurance in place; sufficient lighting internally & externally; regular fire checks & servicing of fire detection & extinguishing equipment; emergency procedures in place; designated smoking/non-smoking areas; good housekeeping procedures in place.
Since opening in 2018 we also have been running the "ask Angela campaign" with all bar staff trained to deal with this situation and posters up in th womens toilets explaining how we can help.

Continued from previous page...

d) The prevention of public nuisance

All amplified music will be played indoors and kept to restricted decibel levels with doors & windows kept closed as much as possible.

Signage in place asking people to leave quietly.

e) The protection of children from harm

All staff will ensure that alcohol is not available to children and ID will be challenged where it is thought someone may be under age of 25, The recommended forms of ID that will be accepted are passports or driving licenses with a photograph. Suitable and sufficient sign-age advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.

Each event / hire of the hall will be risk assessed to ensure that the individual event or reason for use is or is not suitable for anyone under the age of 18 .

Section 17 of 18

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.

Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.

Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.

Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports –defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts –are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

Live music: no licence permission is required for:

- o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
- o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

Recorded Music: no licence permission is required for:

- o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:

- o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
- o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 18 of 18

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Variation Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

I/WE UNDERSTAND THAT IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE

* STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.



Ticking this box indicates you have read and understood the above declaration

Continued from previous page...

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

[Add another signatory](#)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/west-oxfordshire/change-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed ☐

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [Next >](#)

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WITNEY
PRIDE
colour our town with pride

Chief Executive,
West Oxfordshire District Council,
Council Offices,
Woodgreen,
Witney, Oxon,
OX28 1NB

7/4/2022

Re: Witney Pride Festival Day Parade

Witney Pride are planning the first Witney Pride Festival Day Parade on 28 May 2022.

On behalf of the Community Interest Company, I enclose the Road Closure Application for our planned rolling road closure.

We have been working with the Venue and Events Officer at Witney Town Council to plan this and have Event Management Plan, Risk Assessments and £10m PLI.

We have spoken with Stagecoach bus company who will be advising drivers on the day.

If we can assist with anything further please get in touch.

With best regards,

[she/her]

For and on behalf of Witney Pride CIC

WEST OXFORDSHIRE DISTRICT COUNCIL

Application for: **ROAD CLOSURE UNDER TOWN POLICE CLAUSES ACT 1847**

NB One signed copy to be completed in accordance with the Notes for Guidance and Conditions attached and sent to the Chief Executive, West Oxfordshire District Council, Council Offices, Woodgreen, Witney, Oxon, OX28 1NB

Name, address and day time telephone number of applicant	
Name, road number (if any) and length of road(s) to be closed	<p>A Rolling Road Closure is requested from 40 High Street OX28 6HG Methodist Church, in the north, along the east side of High Street to Market Square and the intersection at Corn Street and Langdale Gate. The procession will then continue along the west pedestrian path of Church Green and cross into St Mary's Church grounds, following through to cross The Leys into the east recreational grounds.</p> <p>It is anticipated the rolling road closure for the half-mile procession will be 10-minuts for High Street and 5-mins at each crossing point.</p>
Reason for Closure	Witney Pride Festival Day Parade
Consultation	<p>All frontages have been notified. (tick) (Some Yes with more planned / No)</p> <p>The Parish/Town Council have been notified (tick) (Yes / No)</p> <p>Stagecoach Bus Co. have also been notified (Yes / No)</p> <p>Name(s) and address(es) of any objectors. N/A</p>
Duration of Closure	<p>From: (time) 12am (day) 28 (month) May (year) 2022</p> <p>To: (time) 12.30 (day) 28 (month) May (year) 2022</p>
SIGNATURE OF APPLICANT ... <i>MazzyImage</i> ...	<p>I have read the Notes for Guidance and Conditions attached and agree to abide by them. I will be responsible for all third party or other claims or costs arising out of the above closure and for which the County Council as Highway Authority would otherwise be liable.</p>



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PRIDE**

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Pride Day
28 May 2022

Midday March
12-6pm Pride Event

● Rolling Road Closure
traffic management points

■ Pride March meeting point
High Street Methodist Church

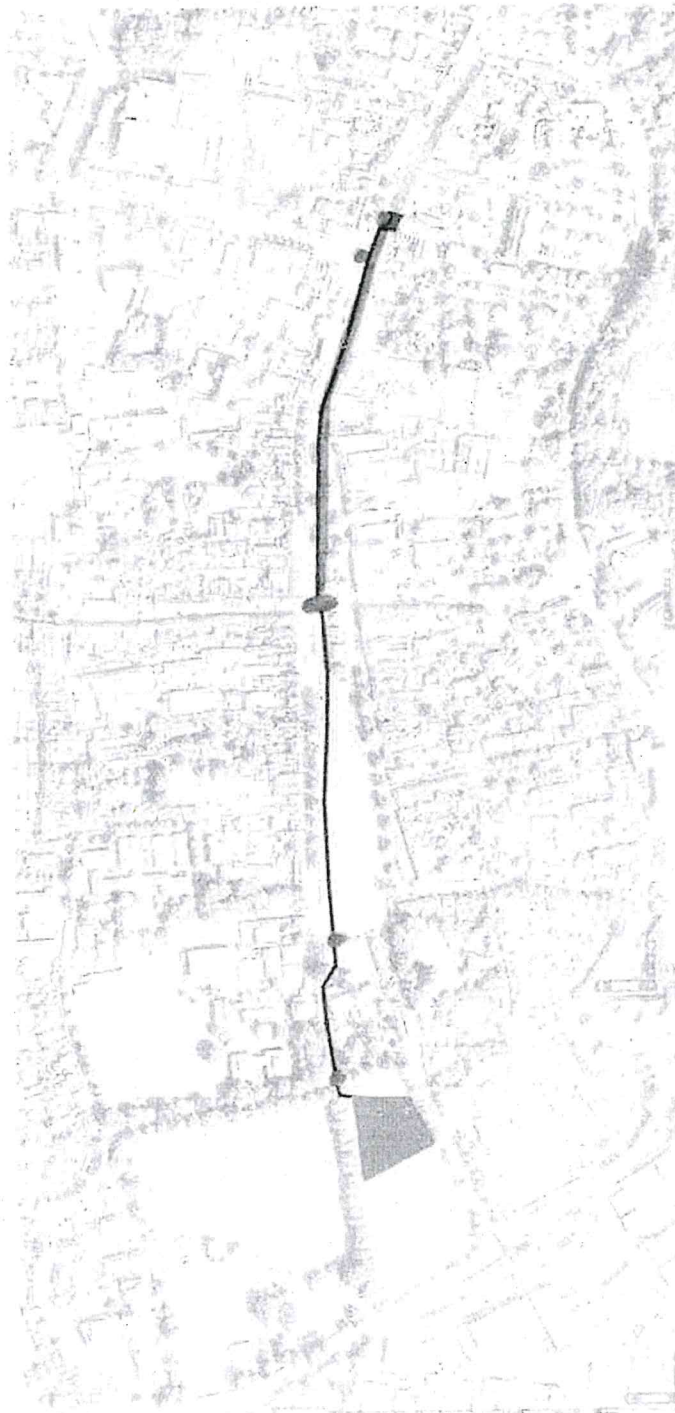
| Pride March Route via
Hight St, Market Sq,
Church Green, St Mary's Church

■ Pride March ends at
The Leys

■ Pride Day
community event with
live entertainment, games,
information and market stalls

N

Scale
in Feet



Witney Pride CIC Registered in England & Wales 11896345.

51 Weaver Close Witney OX28 4TE www.witneypride.uk @witneyhaspride @witneypride

Celebrating, informing and empowering Lesbian, Gay, Bi, Trans and Queer life in West Oxfordshire

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