

Reply to : Licensing Team
Tel : 01993 861000
Email: ers@westoxon.gov.uk

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



The Town Council

Your Ref: W/26/00783/PAVLIC

Date: 28th July 2026

Dear Town Clerk,

**BUSINESS AND PLANNING ACT 2020
RENEWAL APPLICATION FOR PAVEMENT LICENCE**

We have received an application for **Ye Olde Cross Keys I Market Square Witney Oxfordshire OX28 6AA** under the Business and Planning Act 2020.

The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **10th August 2026**.

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

Client: West Oxfordshire District Council

Subject: Pavement Licensing

Date Logged: 27/07/2026

Case Origin: Form

Case Detail: Application Type: Renewal

Reference Number: W/24/00897/PAVLIC

Submission date: 27/07/2026, 13:35

Licence cost: £0.00

Applicant Address out of district: Yes - Greene King, Westgate Brewery, Bury St Edmunds, IP33 1QT

Declaration Checked: Yes

Customer Details

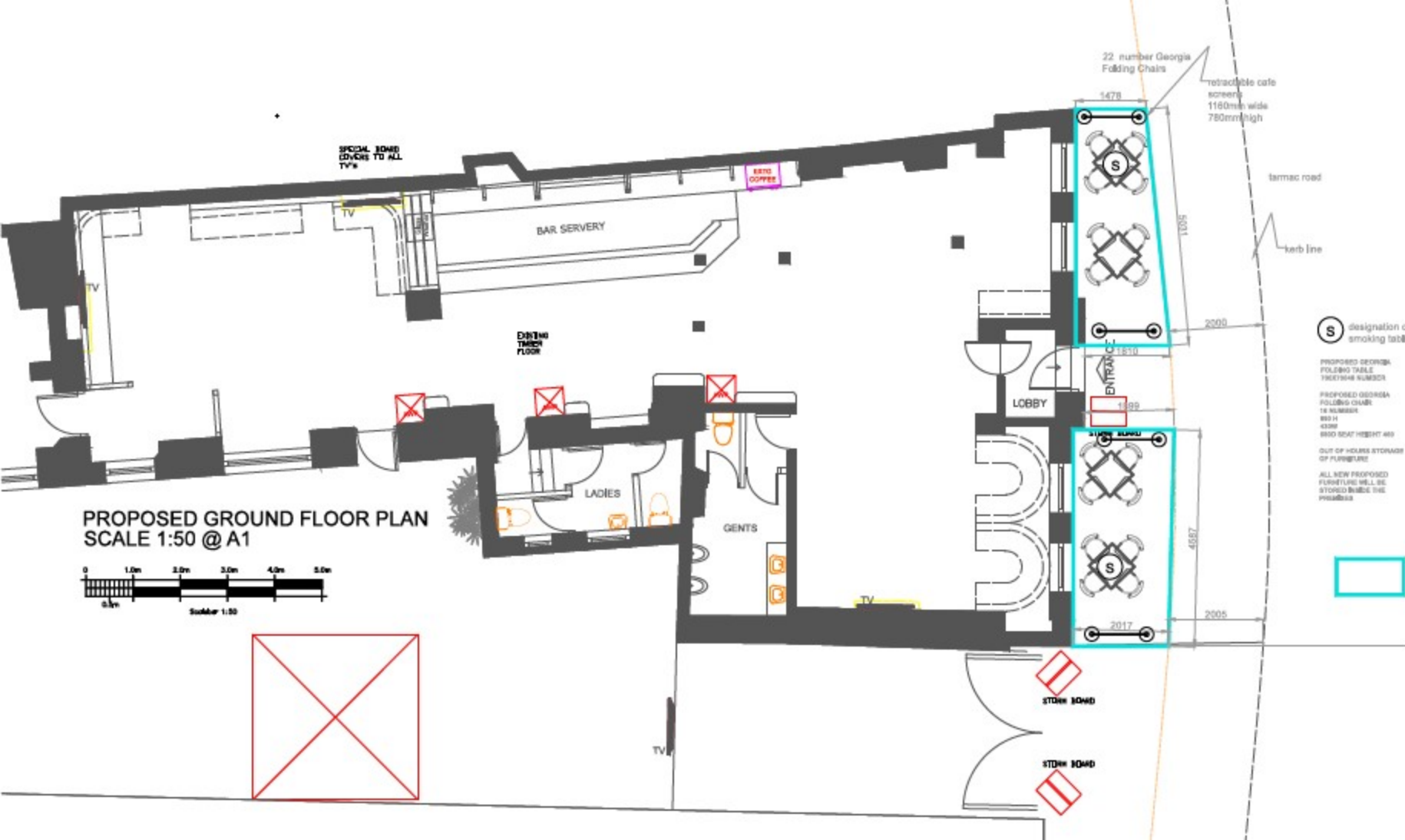
Name: Matthew May

Address: (UPRN:)

Contact: 03330061739

Email: matthew.may@tlt.com

Premises address	Ye Olde Cross Keys, 1 Market Square, Witney, Oxfordshire, OX28 6AA
Premises telephone number	03330061739
Business premises use	Both uses
Description of the area	Extended pavement area to the front of the premises.
Monday start time	10:00
Tuesday start time	10:00
Wednesday start time	10:00
Thursday start time	10:00
Friday start time	10:00
Saturday start time	10:00
Sunday start time	10:00
Monday finish time	22:00
Tuesday finish time	22:00
Wednesday finish time	22:00
Thursday finish time	22:00
Friday finish time	22:00
Saturday finish time	22:00
Sunday finish time	22:00



4 NUMBER
Jandigh Stage CAMAR
CAFE SCREENS
SUMM HIGH X 1160MM
WIDE



S designation of smoking table

PROPOSED GEORGIA
FOLDING TABLE
1900X948 NUMBER

PROPOSED GEORGIA
FOLDING CHAIR
18 NUMBER
880 H
430W
880 SEAT HEIGHT 460

OUT OF HOUSE STORAGE
OF FURNITURE

ALL NEW PROPOSED
FURNITURE WILL BE
STORED INSIDE THE
PREMISES



PROPOSED CONTROLLED HOURS
NEW PAYMENT LICENSED AREA
OUTLINED IN BLUE

TO WHOM IT MAY CONCERN

04th December 2025

Greene King Limited and Subsidiary Companies

We act as Insurance Brokers and Consultants to Greene King Limited and Subsidiary Companies and hereby certify that the following described insurance is in force at this date:-

Type of Insurance: Public and Products Liability

Period of Insurance: 1st December 2025 to 30th November 2026 both dates inclusive Local Standard Time

Insurer/s: Aspen Insurance UK Limited

Policy Number: 10AEK125BOB

Interest: Public Liability
Legal Liability for accidental bodily injury or illness to any person (other than employees of the Insured) or accidental loss of or damage to third party property arising in connection with the Insured's business happening anywhere within the Territorial Limits during the period of insurance

Products Liability
Legal Liability for accidental bodily injury or illness to any person (other than employees) or accidental loss of or damage to their property arising in connection with the Insured's business happening anywhere within the Territorial Limits of this section during the period of insurance arising from products supplied by the Insured

Territorial Limits: Anywhere in the world

Limit of Indemnity: GBP 10,000,000 any one event or all events of the series consequent on or attributed to one original cause. In respect of the Products Supplied, Pollution or Contamination the Limit of Indemnity will apply to the total of all events happening in any one Period of Insurance.

Subject to policy terms, conditions, limitations, exclusions and cancellation provisions.

This document is furnished to you as a matter of information only. The issuance of this document does not make the person or organisation to which it is issued an Additional Insured, nor does it modify in any manner the Contract of Insurance between the Insured and their Insurers. Any amendment, change or extension of such contract can be effected by specific Endorsement attached thereto.

Should the above mentioned Contract of Insurance be cancelled, assigned or changed prior to the expiry date shown in such a manner as to affect this document, no obligation to inform the holder exists.

We trust the above details are satisfactory for your requirements. Should you have any queries then please contact the undersigned.

Yours faithfully,



Steve Mansfield, Account Manager
Major Risks Practice
For and on behalf of Arthur J. Gallagher