

Cherwell District Council

General Licensing Committee

Minutes of a meeting of the General Licensing Committee held at 39 Castle Quay, Banbury, OX16 5FD, on 29 September 2026 at 6.30 pm

Present:

Councillor Dr Henry Elugwu (Chair)
Councillor Chris Pruden (Vice-Chair)
Councillor Fiaz Ahmed
Councillor Rebecca Biegel
Councillor Julius Parker
Councillor G.A. Popescu
Councillor Michael Wilson

Substitute Members:

Councillor Rob Pattenden (In place of Councillor John Willett)

Apologies for absence:

Councillor Gordon Blakeway
Councillor Ian Middleton
Councillor Dr Lisa Smith
Councillor Douglas Webb
Councillor John Willett

Also Present:

Councillor Nicola Borkmann, Portfolio Holder for Customer and Community Services

Officers:

Denzil Turbervill, Head of Legal Services
Jan Southgate, Health Protection, Compliance & Licensing Manager
Neil Whitton, Environmental Protection and Enforcement Manager
Patrick Davis, Democratic and Elections Officer

3 Declarations of Interest

There were no declarations of interest

4 Minutes

The Minutes of the meetings of the Committee held on 18 February 2026 and the 20 May 2026 were agreed as correct records and signed by the Chair.

5 Chair's Announcements

The Democratic and Elections Team were liaising with the Chair and the licensing team regarding the revised date for the Licensing Acts Committee meeting. This would be confirmed in due course

The Democratic and Elections Team were in the process of arranging training for licensing committee members, which was mandatory for all members to attend to be able to sit on a sub-committee. The date and arrangements would be confirmed in due course.

6 Urgent Business

There were no items of urgent business

7 New Mobile Homes Licensing Policy

The Health Protection, Compliance and Licensing Manager submitted a report to seek approval from the General Licensing Committee for the updated Mobile Homes Policy for adoption from the 1 November 2026.

In introducing the report, the Health Protection, Compliance and Licensing Manager advised that the Policy was last updated in 2015 and had largely focussed on fees. New legislation had subsequently been introduced that meant the Policy needed to be updated to reflect these changes.

In response to a question regarding the implementation of the new requirements regarding fit and proper persons, the Committee was advised that of the nineteen sites in total in the district, nine were licensed park home sites that required a fit and proper person to be registered. The Committee was assured that the process was under way to ensure that relevant individuals were on the Council's online register.

Resolved

- (1) That the draft Mobile Homes Policy be approved as the new policy to take effect from 1 November 2026.

8 Contaminated Land Strategy 2026

The Head of Regulatory Services and Community Safety submitted a report to seek approval from the General Licensing Committee for the reviewed and updated Contaminated Land Strategy.

In presenting the report, the Environmental Protection and Enforcement Manager advised the Committee that the Strategy had been updated to reflect legislative changes that had been introduced since it was last reviewed. The

revised Strategy included updates to the roles and responsibilities of the various agencies with regards to contamination.

Resolved

- (1) That the reviewed and updated Contaminated Land Strategy be approved.

The meeting ended at 6.44 pm

Chair:

Date: