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## Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

### Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.  
Rhowch wybod i ni os mai Cymraeg yw eich  
dewis iaith.*

*We welcome correspondence in Welsh. Please  
let us know if your language choice is Welsh.*



#### **Gwasanaethau Gweithredol a Phartneriaethol / Operational and Partnership Services**

Deialu uniongyrchol / Direct line /: 01656 643148  
Gofynnwch am / Ask for: Mr Mark Anthony Galvin

Ein cyf / Our ref:  
Eich cyf / Your ref:

**Dyddiad/Date: 3 August 2016**

Dear Councillor,

#### **LICENSING SUB-COMMITTEE A**

A meeting of the Licensing Sub-Committee A will be held in Committee Rooms 2/3, Civic Offices, Angel Street, Bridgend, CF31 4WB on **Tuesday, 9 August 2016 at 10.00 am.**

#### **AGENDA**

1. Apologies for Absence  
To receive apologies for absence from Members.
2. Declarations of Interest  
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 3 - 6  
To receive for approval the Public Minutes of a meeting of the Licensing Sub-Committee dated 12 July 2016
4. Application to Licence Private Hire Vehicle 7 - 14
5. Urgent Items  
To consider any other item(s) of business in respect of which notice has been given in accordance with Rule 4 of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Ffôn/Tel: 01656 643643

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Ebost/Email: [talktous@bridgend.gov.uk](mailto:talktous@bridgend.gov.uk)

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Gwefan/Website: [www.bridgend.gov.uk](http://www.bridgend.gov.uk)

Cyfnwidi testun: Rhowch 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

Text relay: Put 18001 before any of our phone numbers for the text relay service

Rydym yn croesawu gohebiaeth yn y Gymraeg. Rhowch wybod i ni os yw eich dewis iaith yw'r Gymraeg

We welcome correspondence in Welsh. Please let us know if your language choice is Welsh

6. Exclusion of the Public

The minutes and reports relating to the following items are not for publication as they contain exempt information as defined in Paragraph 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation)(Wales) Order 2007.

If following the application of the public interest test the Committee resolves pursuant to the Act to consider these items in private, the public will be excluded from the meeting during such consideration.

7. Approval of Exempt Minutes

15 - 18

To receive for approval the Exempt Minutes of a meeting of the Licensing Sub-Committee dated 12 July 2016

8. Application for Grant of New Licence

19 - 24

9. Application for Grant of New Licence

25 - 28

Yours faithfully

**P A Jolley**

Corporate Director Operational and Partnership Services

**Distribution:**

Councillors:

P James

RM James

JE Lewis

Councillors

HE Morgan

D Patel

E Venables

Councillors

R Williams

MINUTES OF A MEETING OF THE LICENSING SUB-COMMITTEE A HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 12 JULY 2016 AT 10.00 AM

Present

Councillor R Williams – Chairperson

P James  
E Venables

JE Lewis

HE Morgan

D Patel

Officers:

Katie Brook	Senior Licensing Technical Officer
Katia Daw	Lawyer
Andrew Rees	Senior Democratic Services Officer - Committees
Yvonne Witchell	Team Manager Licensing

119. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor RM James.

120. DECLARATIONS OF INTEREST

None.

121. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of the Licensing Sub-Committee of 14 June 2016 be approved as a true and accurate record.

122. APPLICATION TO LICENCE PRIVATE HIRE VEHICLE

The Senior Licensing Officer (Technical) submitted a report regarding an application by Premier Cars (Cardiff) Limited to licence a Vauxhall Insignia 5 door hatchback vehicle registration number CE60 HSF as a private hire vehicle to seat 4 persons. The vehicle is pre-owned and first registered at the DVLA on 11 October 2010. The applicants had provided a service history for the vehicle and a MOT certificate.

The applicants Peter and Tracey Renwick attended in support of their application and the Sub-Committee adjourned the meeting in order to view the vehicle. On inspecting the vehicle, the mileage was confirmed as being 98,538 miles and Members noted scratches on the wheel covers, which the applicants stated would be replaced.

The applicants informed the Sub-Committee that the company already operated a similar model in Bridgend which is popular with customers and had the latest safety features. The applicants also informed the Sub-Committee that the vehicle had previously been licensed as a private hire vehicle in Cardiff but was now surplus to requirements there. In the event of their application being successful the applicants believed it would complement their existing fleet in Bridgend.

The Senior Licensing Officer (Technical) informed the Sub-Committee that the application fell outside the Policy guidelines for the first licensing of vehicles and which would normally be refused; however, a relaxation of the Policy may be considered in exceptional circumstances.

The Sub-Committee retired to consider the application and on their return it was:

RESOLVED: That the Sub-Committee has considered the application to licence a Vauxhall Insignia vehicle registration number CE60 HSF as a private hire vehicle to seat 4 persons.

Given the age of the vehicle the Sub-Committee note the application falls outside the private hire vehicle policy, but note the policy guidelines regarding the first licensing of private hire vehicles which fall outside the policy guidelines.

The Sub-Committee has noted paragraph 2.2.5 of the policy and note the exceptional interior and exterior quality as well as the exceptional standards of safety and regular servicing of the vehicle. As such the Sub-Committee granted the application to licence a Vauxhall Insignia vehicle registration number CE60 HSF as a private hire vehicle to seat 4 persons.

123. APPLICATION TO LICENCE PRIVATE HIRE VEHICLE

The Senior Licensing Officer (Technical) submitted a report regarding an application by Premier Cars (Cardiff) Limited to licence a Vauxhall Insignia 5 door hatchback vehicle registration number WF60 BHW as a private hire vehicle to seat 4 persons. The vehicle is pre-owned and first registered at the DVLA on 28 September 2010. The applicants had provided a service history for the vehicle and a MOT certificate.

The applicants Peter and Tracey Renwick attended in support of their application and the Sub-Committee adjourned the meeting in order to view the vehicle. On inspecting the vehicle, the mileage was confirmed as being 61,692 miles and Members noted scratches on the wheel covers, which the applicants stated would be replaced.

The applicants informed the Sub-Committee that the vehicle is a former mobility car which they had used as part of their fleet of private cars in Cardiff and which was now surplus to their requirements in Cardiff. The applicants stated that all their vehicles are the subject of daily and weekly checks with servicing taking place every 6 months at the company's own garage where they employed 3 fitters.

The Senior Licensing Officer (Technical) informed the Sub-Committee that the application fell outside the Policy guidelines for the first licensing of vehicles and which would normally be refused; however, a relaxation of the Policy may be considered in exceptional circumstances.

The Sub-Committee retired to consider the application and on their return it was:

RESOLVED: That the Sub-Committee has considered the application to licence a Vauxhall Insignia vehicle registration number WF60 BHW as a private hire vehicle to seat 4 persons.

Given the age of the vehicle the Sub-Committee note the application falls outside the private hire vehicle policy, but note the policy guidelines regarding the first licensing of private hire vehicles which fall outside the policy guidelines.

The Sub-Committee has noted paragraph 2.2.5 of the policy and note the exceptional interior and exterior quality as well as the

exceptional standards of safety and regular servicing of the vehicle. As such the Sub-Committee granted the application to licence a Vauxhall Insignia vehicle registration number WF60 BHW as a private hire vehicle to seat 4 persons.

124. EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, the public be excluded from the meeting during consideration of the following items of business as they contain exempt information as defined in Paragraphs 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Act.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above, to consider the following items in private, with the public excluded from the meeting, as it was considered that in all the circumstances relating to the items, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, because the information would be prejudicial to the applicants.

125. APPROVAL OF EXEMPT MINUTES

126. LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 LICENSING OF PRIVATE HIRE OPERATORS APPLICATION FOR RENEWAL OF LICENCE

127. APPLICATION FOR RENEWAL OF LICENCE

128. URGENT ITEMS

There were no urgent items.

The meeting closed at 12.21 pm

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO LICENSING SUB COMMITTEE

9 AUGUST 2016

#### REPORT OF THE CORPORATE DIRECTOR, OPERATIONAL AND PARTNERSHIP SERVICES

##### APPLICATION TO LICENCE PRIVATE HIRE VEHICLE

###### 1. Purpose of Report.

- 1.1 To ask the sub-committee to consider an application to grant a licence for a private hire vehicle.

###### 2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 None

###### 3. Background.

- 3.1 It is the duty of the Local Authority to determine applications made under the Local Government (Miscellaneous Provisions) Act 1976 and Town Police Clauses Act 1847. Applications which fall outside the policy guidelines are referred to a Licensing Sub-Committee for determination.

###### 4. Current situation / proposal.

- 4.1 Application is made by Gareth J Gibbs to licence a Volkswagen Transporter MPV vehicle registration number VWB 1S as a private hire vehicle to seat 8 persons.
- 4.2 The vehicle is pre-owned and was first registered at the DVLA on 9 September 2014.
- 4.3 The application falls outside the Private Hire Vehicle Policy approved by the Licensing Committee. The vehicle is not wheelchair accessible, but there are specific policy guidelines in respect of the first licensing of private hire vehicles which fall outside policy guidelines, which are set out below. For Members' information, the applicant has not purchased the vehicle and has therefore supplied two invoices relating to:

An interim service invoice on 27/7/2015 when the vehicle mileage was 20869 attached at Appendix A.

An account invoice dated 23/3/2016 at 37169 miles indicating work undertaken which is attached at Appendix B.

###### 4.4 Policy Guidelines

The vehicle policy applicable to this application was approved by the Licensing Committee on 10 March 2008. The relevant extract from the policy is as follows:

*“(Policy 2.1) Applications for the first licensing of a hackney carriage or private hire vehicle should be submitted to the Council within 14 days of the first registration of the vehicle at the DVLA. The mileage at the time of application should be no greater than 500 miles. The applicant may be the second or a subsequent registered keeper but the applicant must demonstrate that there is no more than 14 days between the first registration and transfer to the applicant’s name. Applications will normally be dealt with under the Scheme of Delegation to Officers.*

*(Policy 2.2.5) A relaxation of the policy will also be considered in exceptional circumstances for applications relating to the first licensing of private hire vehicles. The Council does not seek to limit or define a particular vehicle which is suitable but will adhere to the minimum standards for the size of seats and legroom etc which are available on request. Irrespective of the age of the vehicle it must be capable of satisfying the general licensing conditions and be fit for purpose as a private hire vehicle in terms of passenger safety and comfort. Each application will be reported to the Licensing Sub-Committee for determination on its merits having regard to the following criteria:*

- *That the vehicle presented is in an exceptional condition in relation to its exterior and interior appearance with no evidence of defects, chips, marks or other evidence of unreasonable wear and tear or damage.*
- *That the vehicle presented offers an exceptional standard of safety and comfort for passengers in terms of features offered for example ABS, passenger airbags and ability to meet current requirements on emissions testing.*
- *That the application includes evidence that the vehicle has been serviced at the intervals recommended by the manufacturer and at an approved garage. Other relevant documentations such as an MOT certificate should also be provided.*

*(Policy 2.4) All applicants should be satisfied that they can meet all current policy requirements before submitting an application and are advised that they submit an application which falls outside the above policy guidelines at their own risk. Acceptance of an application does not infer that it will be granted. Applicants are strongly advised not to purchase a vehicle or make any other financial commitment until the application is determined.”*

## **5. Effect upon Policy Framework & Procedure Rules.**

5.1 None

## **6. Equality Impact Assessment.**

6.1 This vehicle is not for wheelchair use. There are no other implications in relation to age; disability; gender and transgender; race; religion or belief and non-belief; sexual orientation.

## **7. Financial Implications.**

7.1 None for the Authority.



**8. Recommendation.**

- 8.1 The Sub-Committee is asked to determine the application having regard to the information contained within this report.

**Andrew Jolley**  
**CORPORATE DIRECTOR, OPERATIONAL AND PARTNERSHIP SERVICES**

**Date 3 August 2016**

**Contact Officer:** Yvonne Witchell  
Team Manager Licensing

**Telephone:** (01656) 643105

**E-mail:** Yvonne.Witchell@bridgend.gov.uk

**Postal Address** Civic Offices, Angel Street, Bridgend, CF31 4WB

**Background documents**

Private Hire Vehicle Application  
Private Hire Vehicle Policy Guidelines

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# Sinclair Van Centre

Gorseinon Road, Penllergaer, Swansea SA4 9GW

Telephone: 01792 894949 Website: www.sinclairvans.co.uk



Commercial Vehicles

## INTERNAL INVOICE

Invoice Name & Address
Courtesy vehicle expenses - Worksho

Customer Name & Address
Mr Phillips Sinclair Volkswagen Langdon Road  Swansea West Glamorgan SA1 8QY

You were served by **Steven Coleman** Operator stc

Account No.	Document Number	Date & Tax Point	Repair Date	Order Number	
i0136	13050182	27/07/2015			
Make & Model	Chassis No.	Engine No.	Mileage	Time	Page
vw swan, Shuttle SE LWB 2.0 18	WV2ZZZ7HZEH114658	CFC093412	20869	13:17	1
Reference No.	Reg No.	Reg Date.	VS# No.	W.I.P. No.	Job No.
	VWB1S	09/09/2014		W 17043	30590

	Description of Goods / Services	Qty.	Unit Price	Unit Des.	Net Total	V
I	SERV1 Interim Service. Oil change service with Visual Inspection. Report Urgent and Advisory Work. Record Service in Service Book.				56.00	
I	HC Carried Out Visual Health Check ***** FREE OF CHARGE *****				0.00	O
I	LAB Removed and replaced front tyres				0.00	O
X	ZZZOIL1 MOBIL ESP 5/30	7.00	7.20	EACH 0.00	50.40	O
X	V03L 115 561 OIL FILTER	1.00	13.21	EACH 20.0	10.57	O
X	VN 908 132 02 SCREW	1.00	2.18	EACH 20.0	1.75	O
X	VG 052 164 M1 CLEANER	1.00	2.99	EACH 20.0	2.40	O
X	VTKU 235 551 7W 870 235/55R17 KUMHO	2.00	95.00	EACH 0.00	190.00	O
	Fuel Efficiency: C Wet Grip: C Noise(db): 69 Noise Class: 1					

KERRIDGE

E R O E

V	Rate	Service/Goods	V.A.T.	Net	Total
				321.12	
				V.A.T. 0.00	
				<b>Total</b>	<b>321.12</b>

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# Sinclair Van Centre

Gorseinon Road, Penllergaer, Swansea SA4 9GW

Telephone: 01792 894949 Website: www.sinclairvans.co.uk

Commercial  
Vehicles

## ACCOUNT INVOICE

Invoice Name & Address
Used vehicle preparation Used vehicle preparation

Customer Name & Address
Used vehicle preparation Used vehicle preparation

You were served by **Steven Coleman** Operator stc

Account No.	Document Number	Date & Tax Point	Repair Date	Order Number	
i0002	13055559	23/03/2016			
Make & Model	Chassis No.	Engine No.	Mileage	Time	Page
Used, Shuttle SE LWB 2.0 180 PS	WV2ZZZ7HZEH114658	CFC093412	37169	07:27	1
Reference No.	Reg No.	Reg Date	VSB No.	W.I.P. No.	Job No.
	VWB1S	09/09/2014	13/U351934 W	22261	34549

	Description of Goods / Services	Qty.	Unit Price	Unit Des.	Net Total	V
I	VSB				60.00	0
	Carry out MPC					
I	SERV2				66.00	0
	Please carry out Full Inspection Service					
	Vehicle done miles.					
	**Oil, Oil+Pollen+Fuel+Air Filters, Sump Plug & Screenwash					
I	LAB				54.00	0
	Removed and replaced front brake Pads. Checked					
	And cleaned callipers and road tested.					
I	LAB				54.00	0
	Removed and replaced rear brake Pads. Checked					
	And cleaned callipers and road tested.					
I	LAB				0.00	0
	Replace o/s/r number plate lamp bulb					
X	V941 QBU 239 SP C5W SINGLE BOX	1.00	0.42	EACH 0.00	0.42	0
X	V7E0 698 151 B BRK LINING	1.00	103.78	EACH 0.00	103.78	0
X	V7E0 698 451 BRK LINING	1.00	52.97	EACH 0.00	52.97	0
X	ZZZOIL1 MOBIL ESP 5/30	7.00	7.48	EACH 0.00	52.36	0
X	V03L 115 561 OIL FILTER	1.00	13.21	EACH 0.00	13.21	0
X	VN 908 132 02 SCREW	1.00	2.39	EACH 0.00	2.39	0
X	VG 052 164 M1 CLEANER	1.00	2.99	EACH 0.00	2.99	0
X	V7H0 127 401 B FUELFILTER	1.00	55.74	EACH 0.00	55.74	0
X	V7H0 129 620 AIRFILTER	1.00	14.60	EACH 0.00	14.60	0
X	V7H0 819 631 POL FILTER	1.00	12.12	EACH 0.00	12.12	0
X	V6Q6 955 435 D CAP	1.00	3.30	EACH 0.00	3.30	0

E &amp; O.E.

V	Rate	Service/Goods	V.A.T.	
				Net 547.88
				V.A.T. 0.00
				Total 547.88

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By virtue of paragraph(s) 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

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