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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.*



**Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate**  
Deialu uniongyrchol / Direct line /: 01656 643148 / 643694 / 643513  
Gofynnwch am / Ask for: Democratic Services

**Dyddiad/Date:** Thursday, 19 March 2026

Dear Councillor,

**LICENSING SUB-COMMITTEE B**

A meeting of the Licensing Sub-Committee B will be held Hybrid in the Council Chamber - Civic Offices, Angel Street, Bridgend, CF31 4WB / remotely via Microsoft Teams on **Wednesday, 25 March 2026 at 10:00.**

**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 Minutes of the 03/02/26.
- 4 Grant of a Hackney Carriage Vehicle Licence 7 - 14

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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.

6 Exclusion of the Public

The reports relating to the following items are not for publication as they contain exempt information as defined in Paragraph 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972 as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 the 03/02/26.

8 Disciplinary Hearing

19 - 28

9 Disciplinary Hearing

29 - 120

**Note: This will be a Hybrid meeting and Members and Officers will be attending in the Council Chamber, Civic Offices, Angel Street Bridgend / Remotely via Microsoft Teams. The meeting will be recorded for subsequent transmission via the Council's internet site which will be available as soon as practicable after the meeting. If you would like to view this meeting live, please contact [cabinet\\_committee@bridgend.gov.uk](mailto:cabinet_committee@bridgend.gov.uk) or tel. 01656 643148 / 643694 / 643513 / 643159.**

Yours faithfully

**K Watson**

Chief Officer, Legal and Regulatory Services, HR and Corporate Policy

Councillors:

H T Bennett

C Davies

S Easterbrook

H Griffiths

RM James

P W Jenkins

R Williams

MINUTES OF A MEETING OF THE LICENSING SUB-COMMITTEE B HELD HYBRID IN THE COUNCIL CHAMBER - CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON TUESDAY, 3 FEBRUARY 2026 AT 10:00

Present

Councillor R Williams – Chairperson

H T Bennett  
P W Jenkins

C Davies

S Easterbrook

RM James

Present Virtually

H Griffiths

Apologies for Absence

None

Officers:

Kirsty Evans  
Mark Galvin  
Andrea Lee

Senior Licensing Officer  
Senior Democratic Services Officer - Committees  
Senior Lawyer

Declarations of Interest

None

**Approval of Minutes**

Decision Made	<u>RESOLVED</u>  That the Minutes of the Licensing Sub Committee (B) Meeting of the 07/10/2025 and the Minutes of the Licensing Act 2003 Sub Committee (B) meeting of the 12/11/2025 and 11/12/2025 were approved as a true and accurate record.
Date Decision Made	03/02/26

**77. Urgent Items**

Decision Made	None
Date Decision Made	03/02/26

**78. Exclusion of the Public**

Decision Made	<p>The 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.</p> <p>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.</p>
Date Decision Made	03/02/26

**Approval of Exempt Minutes**

Decision Made	This item was exempt
Date Decision Made	03/02/26

**80. Grant of a Hackney Carriage and Private Hire Driver's Licence**

Decision Made	This item was exempt
Date Decision Made	03/02/26

To observe further debate that took place on the above items, please click this [link](#)

The meeting closed at 10:58.

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<b>Meeting of:</b>	<b>LICENSING SUB-COMMITTEE (B)</b>
<b>Date of Meeting:</b>	<b>25 MARCH 2026</b>
<b>Report Title:</b>	<b>GRANT OF A HACKNEY CARRIAGE VEHICLE LICENCE</b>
<b>Report Owner: Responsible Chief Officer/Cabinet Member</b>	<b>CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, AND HR AND ELECTORAL</b>
<b>Responsible Officer:</b>	<b>KIRSTY EVANS LICENSING TEAM MANAGER</b>
<b>Policy Framework and Procedure Rules:</b>	<b>The report content has no direct effect upon the policy framework and procedure rules.</b>
<b>Executive Summary:</b>	<b>For the Licensing Sub-Committee to consider an application for the grant of a hackney carriage vehicle licence which falls outside of the Licensing Committee’s age policy guidelines.</b>

## 1. Purpose of Report

- 1.1 The purpose of this report is to ask the Sub-Committee to determine an application for the grant of a hackney carriage vehicle licence which falls outside of the Licensing Committee’s age policy guidelines.

## 2. Background

- 2.1 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. These applications are referred to the Licensing Sub-Committee for determination where the application falls outside policy guidelines.
- 2.2 This vehicle was previously licensed as a hackney carriage; the licence expired on 9 July 2025.
- 2.3 Although a renewal application was submitted by the proprietor, he was unable to present the vehicle for testing as, on 22 June 2025, the vehicle was involved in a serious road traffic collision resulting in the Police seizing the vehicle until the investigation concluded.

- 2.4 The police have now released the vehicle, and the proprietor wishes to proceed with licensing the vehicle again.
- 2.5 This application is to be treated as a grant of a hackney carriage vehicle licence as the vehicle was unable to be presented for testing when required.

### 3. Current situation / proposal

- 3.1 The Council has received an application from Valley Cars Maesteg Ltd to licence the following vehicle as a hackney carriage:

Make	Renault
Model	Megane
Fuel Type	Diesel
Date of First registration	September 2019
Colour	White
Mileage recorded at last MOT inspection	93,326 miles
Registration No	MF69 HVS
Passengers	4
Type approval category	M1
Accessible Vehicle	No

A copy of the application is detailed in **Appendix A**.

- 3.2 The age policy guidelines adopted by the Licensing Committee on 17 November 2020 to take effect from February 2021 are as follows and are published on the Council's website:

#### "AGE POLICY GUIDELINES"

Vehicles submitted for licensing for the first time must be less than 5 years old from the date of first registration;

The only exception to the above is that Minibus type vehicles fitted with permanent automated tail lifts submitted for licensing for the first time must be less than 10 years old from the date of first registration;

Vehicles aged up to 10 years old at the time of application will be tested twice a year;

Vehicles aged over 10 years old at the time of application will be tested three times per year;

Fleet Services will issue an MOT Certificate and Declaration of Fitness Form covering the taxi and private hire vehicle elements which fall outside the MOT process;

Vehicles will be tested in accordance with the Freight Transport Association – National Inspection Standards for Hackney Carriage and Private Hire Vehicles.

If you fail to submit an application to renew a vehicle licence in time, provided a completed application is received within five days of the expiry date the requirement for a vehicle to be presented to Committee is waived.

Applications for converted or modified vehicles outside the M1 Vehicle Type approval category must be accompanied by a full-service history and appropriate safety certification including a Voluntary Individual Vehicle Approval (IVA) Certificate issued by the Driving and Vehicle Standards Agency (DVSA).

If you are in any doubt about whether a vehicle falls within policy guidelines please email us for advice before you make a financial commitment.”

3.3 At the time of writing the report the requested vehicle is 6 years and 5 months old.

3.4 As the vehicle falls outside the age policy guidelines by being over 5 years old the Sub-Committee is requested to determine the application.

3.5 The vehicle will be presented to the Sub-Committee for inspection on the day of the hearing.

#### **4. Equality implications (including Socio-economic Duty and Welsh Language)**

4.1 An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh Language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

#### **5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives**

5.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

#### **6. Climate Change and Nature Implications**

6.1 There are no climate change or nature implications arising from this report.

#### **7. Safeguarding and Corporate Parent Implications**

7.1 There are no safeguarding and corporate parent implications arising from this report.

#### **8. Financial Implications**

8.1 There are no financial implications arising from the report.

#### **9. Recommendations**

9.1 Having regard to the report, the Guidelines adopted by the Licensing Committee and any representations made by Valley Cars Maesteg Ltd the Sub-Committee is requested to determine this application.

**Background documents**

None.



**BRIDGEND COUNTY BOROUGH COUNCIL  
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976  
APPLICATION FOR HACKNEY CARRIAGE LICENCE**

Full Name of Applicant **valley cars maesteg**  
**Ltd** \_\_\_\_\_

Address of Applicant **[REDACTED]**  
\_\_\_\_\_

Telephone Number **[REDACTED]** \_\_\_\_\_

Are you the legal owner of the vehicle? **yes** \_\_\_\_\_

Full Name (s) and Address (es) of other Applicants \_\_\_\_\_  
\_\_\_\_\_

Is she/he part owner of the vehicle? \_\_\_\_\_

If application is made in joint names, **both parties** must sign.

Make and Model of Vehicle **Renault megane**  
\_\_\_\_\_

Is the Vehicle Wheelchair Accessible? **NO**

Is a Tail Lift fitted to the Vehicle? **NO**

Colour **white** \_\_\_\_\_

Date of first Registration **2019** \_\_\_\_\_

Registration No. **Mf69hvs** \_\_\_\_\_

No of persons to be Carried (excluding Driver) **4** \_\_\_\_\_

If Renewal State Plate number \_\_\_\_\_

I/We hereby apply to Bridgend County Borough Council for a Licence under the above-mentioned Act, to use the vehicle mentioned above as a Hackney Carriage, subject to all conditions as may be contained in such Licence and also to the said provisions of the said Act all of which conditions, I/We hereby undertake to observe and perform. I hereby declare that the statements I make on this form are true and that I have read and understood the Council's Guidance Notes.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you provide on your application form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. We may also share your information with other Council departments and regulatory bodies for the purposes of ensuring public safety and public health. Any information you provide will be used in*

accordance with the Data Protection Act 1998. For further information, see [www.bridgend.gov.uk](http://www.bridgend.gov.uk) and select 'Data Protection' on the A-Z. of services

Signed (1) shaun tainton \_\_\_\_\_ (2) \_\_\_\_\_ Date  
10/07/25 \_\_\_\_\_

This application must be completed and returned to the Licensing Section, Bridgend County Borough Council, Angel Street, Bridgend, CF31 4WB and must be accompanied by the following :-

- (1) Licence fee of **£267.00**.
- (2) If the vehicle is 5 or more years old at the time of application the renewal licence fee is **£313.00**.
- (3) Cheques made payable to **Bridgend County Borough Council**. Deposit of **£31.00** for the Hackney Carriage Plate, such deposit to be refunded on the return of the plate to the Council.
- (4) Current Certificate of Insurance.
- (5) Registration Document / certificate.

**NOTE: Upon application for the grant of a licence, confirmation must be produced that the applicant is the first registered keeper. (Registration Certificate (DVLA V5C (w) ) or Certificate of first Registration issued by the DVLA under the AVRL system. If pre-owned, evidence of date of first registration and date of transfer are required. (DVLA Form V5C (W) ) or other evidence acceptable to the Council. Please ensure you have read the Guidance to Applicants before you complete this form.**

You will be given a date and time for your vehicle to be tested. If the vehicle passes the test you must produce the 'Pass Certificate' to the Council Offices where you will be given the Vehicle licence and the Certificate issued by a Council Inspector designated by the Secretary of State in place of the Ministry of Transport Test Certificate. **(It is an offence to use the vehicle without this Certificate).**

It is an offence if any person knowingly or recklessly makes a false statement or omits any material particularly in giving information making that person liable to a fine not exceeding level 3 on the standard scale.

**OFFICE USE ONLY**

**Purpose Built/Wheelchair Accessible Vehicle/  
Approved Specialist Vehicles**

**Check By** .....

.....

.....

**Date** .....

**F.S.H** .....

**Reg. Doc** .....

**Conversion  
Certificate** .....

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