

Public Document Pack
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: Tuesday, 14 April 2026

Dear Councillor,

LICENSING SUB-COMMITTEE A

A meeting of the Licensing Sub-Committee A will be held Hybrid in the Council Chamber - Civic Offices, Angel Street, Bridgend, CF31 4WB / remotely via Microsoft Teams on **Tuesday, 21 April 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 - 18
To receive for approval the Minutes of the 22/01/2026 and 24/02/2026 of the Licensing Sub-Committee (A) and the Minutes of the 06/02/2026 of the Licensing Act 2003 Sub-Committee (A).
- 4 Grant of Hackney Carriage Vehicle Licence
19 - 24
- 5 Grant of Hackney Carriage Licence
25 - 30

By receiving this Agenda Pack electronically you will save the Authority approx. £2.56 in printing costs

6 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.

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The minutes and reports relating to the following items are not for publication as they contain exempt information as defined in Paragraph 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972 as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

8 Approval of Exempt Minutes

31 - 36

To receive for approval the exempt Minutes of the 22/02/2026

9 Disciplinary Hearing

37 - 128

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 or tel. 01656 643148 / 643694 / 643513 / 643159.

Yours faithfully

K Watson

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

Councillors:

A R Berrow

S J Bletsoe

O Clatworthy

RJ Collins

M Lewis

J Llewellyn-Hopkins

J E Pratt

MINUTES OF A MEETING OF THE LICENSING SUB-COMMITTEE A HELD HYBRID IN THE COUNCIL CHAMBER - CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON TUESDAY, 24 FEBRUARY 2026 AT 10:00

Present

Councillor M Lewis – Chairperson

A R Berrow

S J Bletsoe

O Clatworthy

J E Pratt

Officers:

Kirsty Evans

Katie Wintle

Nimi Chandrasena

Oscar Roberts

Licensing Team Manager

Lawyer – Litigation Team

Democratic Services Officer – Support

Temporary Democratic Services Officer – Committees

95. Apologies for Absence

Decision Made	There were no apologies for absence.
Date Decision Made	24 February 2026

96. Declarations of Interest

Decision Made	<p>The following declarations of interest were made:-</p> <ul style="list-style-type: none">• Katie Wintle declared a personal interest in item 4, as the applicant is known to her, but stressed that she takes no part in the decision.
---------------	---

	<ul style="list-style-type: none"> Councillor Owain Clatworthy declared a prejudicial interest in item 9, as the applicant is known to him.
Date Decision Made	24 February 2026

97. Approval of Minutes

Decision Made	<u>RESOLVED:</u> That the minutes of meetings of the Licensing Sub-Committee A dated 15 July 2025 and 14 November 2025 be approved as a true and accurate record.
Date Decision Made	24 February 2026

98. Grant Of a Private Hire Vehicle Licence

Decision Made	<p>The Licensing Team Manager presented a report, the purpose of which was to ask Members to determine an application for the grant of a hackney carriage vehicle licence which falls outside of the Licensing Committee’s age policy guidelines.</p> <p>The applicant Mr Grabham was in attendance at the meeting.</p> <p>The applicant requested a hackney carriage vehicle licence for his Ford Mondeo hybrid electric vehicle. The vehicle was aged 5 years and 1 month, which is older than permitted by the Sub-Committee’s policy. The applicant requested that despite its age, that the sub-committee departs from its policy in this case and considers granting a vehicle licence.</p> <p>The Chairperson then adjourned the meeting to inspect the vehicle at Civic Offices, Angel Street, Bridgend. They observed that the mileage was now 79,800. The members also observed the Vehicle was in good condition.</p> <p>With regards to the Licensing Vehicle Age Policy, on 17 November 2020, the Licensing Committee adopted age requirements for vehicles to be licenced as hackney carriages or for private hire. The relevant parts of the policy were detailed in the report.</p>
---------------	---

	<p>The sub-committee had regard to intention behind the policy, which is to promote a modern fleet of licensed vehicles and to ensure the safety of the public.</p> <p>Members then retired to consider the application further, whereupon on their return, it was</p> <p>RESOLVED: The sub-committee unanimously decided to depart from its policy and grant the application subject to standard requirements for inspection for the following reasons:</p> <p>a) The vehicle was in good condition. b) The vehicle was only marginally over the specified period of time allowed by the policy.</p>
Date Decision Made	24 February 2026

99. Grant Of a Private Hire Vehicle Licence

Decision Made	<p>The Licensing Team Manager presented a report, the purpose of which was to ask Members to determine an application for the grant of a hackney carriage vehicle licence which falls outside of the Licensing Committee’s age policy guidelines.</p> <p>The applicant was in attendance at the meeting.</p> <p>The applicant requested a hackney carriage vehicle licence for BMW diesel vehicle. The vehicle was aged 5 years and 2 month, which is older than permitted by the Sub-Committee’s policy. The applicant requested that despite its age, that the sub-committee departs from its policy in this case and considers granting a vehicle licence.</p> <p>The Chairperson then adjourned the meeting to inspect the vehicle at Civic Offices, Angel Street, Bridgend. They observed that the mileage was now 114,590. The members also observed the Vehicle was in good condition.</p> <p>With regards to the Licensing Vehicle Age Policy, on 17 November 2020, the Licensing Committee adopted age requirements for vehicles to be licenced as hackney carriages or for private hire. The relevant parts of the policy were detailed in the report.</p> <p>Questions were raised to the applicant around the stated mileage of the vehicle since the application was</p>
---------------	---

	<p>filed, where it was clarified that the stated mileage had been given at its last MOT test.</p> <p>The sub-committee had regard to intention behind the policy, which is to promote a modern fleet of licensed vehicles and to ensure the safety of the public.</p> <p>Members then retired to consider the application further, whereupon on their return, it was</p> <p>RESOLVED: The sub-committee unanimously decided to depart from its policy and grant the application subject to standard requirements for inspection for the following reasons:</p> <ul style="list-style-type: none"> a) The vehicle was in good condition. b) The mileage specified since its last test was reasonable for a vehicle being used for private hire.
Date Decision Made	24 February 2026

100. Urgent Items

Decision Made	There were no urgent items.
Date Decision Made	24 February 2026

101. Exclusion of the Public

Decision Made	<p>RESOLVED: That the minutes and reports relating to the following items were not for publication as they contained 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>Following the application of the public interest test, the Sub-Committee resolved pursuant to the Act to consider these items in</p>
---------------	---

	private, with the public being excluded from the meeting during such consideration.
Date Decision Made	24 February 2026

102. Approval of Exempt Minutes

Decision Made	<u>RESOLVED:</u> That the exempt minutes of meetings of the Licensing Sub-Committee A dated 15 July 2025 and 14 November 2025 be approved as a true and accurate record.
Date Decision Made	24 February 2026

103. Disciplinary Hearing

Decision Made	This decision was exempt.
Date Decision Made	24 February 2026

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

The meeting closed at 11:30.

This page is intentionally left blank

Present

Councillor M Lewis – Chairperson

A R Berrow

J Llewellyn-Hopkins

Apologies for Absence

None

Officers:

Nimi Chandrasena
Kirsty Evans
Andrea Lee

Democratic Services Officer - Support
Senior Licensing Officer
Senior Lawyer

Invitees

Louis Stelling
Kuldip Sidhu

Coleridge Law (Representing the applicant)
Applicant

Cllr Timothy Thomas
David Price

Objector
Objector - Did not attend (Agreed that Cllr Thomas represent him)

Declarations of Interest

None

**Variation Of A Premises Licence For Brynmenyn Stores, 4 Abergarw
Road, Brynmenyn, Bridgend CF32 9LF**

Decision Made	<p>The report was presented by the Senior Licensing Officer, the purpose of which was to determine a variation of a premises license for Brynmenyn Stores (Premier).</p> <p>It was established that Mr David Price remained an Objector and though not present at the meeting, would be represented by Councillor Thomas. The other objector, Mr Philip Sage had withdrawn his objection.</p> <p>During the course of the meeting the Chairperson was unwell, and therefore Councillor Berrow took the Chair in her place, following this being moved and seconded. Councillor Lewis remained in the meeting.</p> <p>A discussion took place between the panel, applicant and his solicitor with regards to the below mentioned points :</p> <ul style="list-style-type: none">• The solicitor representing the Applicant stated that the applicant's licensable hours were not expected to add to any antisocial behaviour and the extension of his license hours would only allow him to be a better commercial entity and hopefully serve the people in the area better than he already is.• A member asked how the applicant would prevent a sale of alcohol to an individual outwardly already drunk. The Solicitor responded that it was not possible to accurately determine the state of an individual other than what was presented in front of the person enacting that sale. However, measures were taken to ensure that staff were trained in recognising signs, being aware of the possibility that the buyer could be underage and being able to handle such situations.• The Objector asked the Senior Licensing Officer to elaborate on the statement that the South Wales Police supported the License pending recommendations. The Senior Licensing Officer responded that the agreed conditions to be imposed included :<ul style="list-style-type: none">- CCTV to be at the premises- The challenge 25 scheme to be implemented with signage to that effect.- Staff training to be conducted in the challenge 25 scheme and records to be maintained of that training.
---------------	---

- The Senior Lawyer then sought clarification from the Objector with regards to the objections raised. The Objector confirmed that on the basis of the measures being introduced, he would be withdrawing his objections. The Objector mentioned that they would continue to monitor the progress and operation for the benefit of the community. The Senior Lawyer also stated that as the other Objector was not present to give his representation, the members of the panel could only take into consideration his written objections at the time the decision was being made.

RESOLVED :

The Sub-Committee determined to grant the licence for the Sale of Alcohol for consumption off the premises to the following: -

Monday to Sunday 07:00 to 22:00 hours

In accordance with the agreement with the Police the following conditions will also be added to the Licence: -

1. The premises shall maintain a digital CCTV recording system capable of recording 31 days of 24-hour recording with a monitor out of view and reach of the customers.

Images shall be retained for a period of 31 days. The equipment will be suitably secured with limited access. The CCTV system shall have coverage of all areas to which the public have access within the premises and shall include entrances and exits. The CCTV system shall be maintained and operate at all times that the premises are open to the public. Images shall be made available upon request and within 7 days to the Police or other enforcement officers either to USB, disc or via any system utilised by South Wales Police, upon lawful demand by a Police officer or Local Authority officer at no cost.

The CCTV system will be registered and comply with the requirements under data protection.

Signage shall be prominently displayed advising customers that they are being filmed on CCTV.

The CCTV system will be checked on a monthly basis to ensure that it is fully operational, and a log confirming this will be kept at the premises for inspection.

2. Implement and operate 'Challenge 25 Scheme' to include:

	<p>Display of appropriate warning signs to the effect that any persons appearing to be under the age of 25 will be subject to challenge in respect of age restricted goods. Such signage to be displayed at the entrance to the Premises, and where alcohol is displayed.</p> <p>3. Staff will be trained to ask any customers who appear to be under 25 to produce an acceptable form of ID when they attempt to purchase alcohol.</p> <p>Only acceptable forms of ID to be:</p> <ul style="list-style-type: none">a) PASS Accredited Proof of Ageb) Photo driving licencec) Passportd) Military ID <p>Only original documents are acceptable. Photographs of the aforementioned documents (shown on mobile phones etc) will not be accepted.</p> <p>All staff involved in the sale of alcohol at the Premises to receive training concerning the use of Challenge 25 scheme, production of ID and acceptable forms of identification, refusals register and proxy sales of alcohol. Such training to be documented and signed and dated by the individual staff member concerned. A written record of the same to be retained at the Premises and made available to any Authorised Officer on request. Refresher training to be carried out at least every 6 months.</p>
Date Decision Made	06/02/2025

To observe further open debate that took place on the above items, please click this link

The meeting closed at 10:30.

MINUTES OF A MEETING OF THE LICENSING ACT 2003 SUB-COMMITTEE (A) HELD HYBRID IN THE COUNCIL CHAMBER - CIVIC OFFICES,
ANGEL STREET, BRIDGEND, CF31 4WB ON THURSDAY, 22 JANUARY 2026 AT 10:00

Present

Councillor M Lewis – Chairperson

J Llewellyn-Hopkins

J E Pratt

Present Virtually

Apologies for Absence

None

Officers:

Kirsty Evans

Andrea Lee

Nimi Chandrasena

Michael Pitman

Senior Licensing Officer

Senior Lawyer

Democratic Services Officer - Support

Technical Support Officer – Democratic Services

Invitees

Cllr Ian Williams – Elected Member and Ward

Councillor for Oldcastle - Bridgend County Borough

Fiona Colwill – Licensing Officer, South Wales Police

Matthew McDonald - Licensing Officer, South Wales Police

Mr Pirunthuja Satheeswaran – Applicant

Mr Suresh Kanapati - Arka Licensing Representative

Declarations of Interest

Members of the committee declared a personal interest as they work alongside one of the objectors, Cllr Ian Williams, as elected members of Bridgend County Borough Council.

**28. Grant Of A Premises Licence Family Shopper - 16 Cowbridge Road
Bridgend CF31 3DA**

Decision Made	<p>At the outset of the hearing, the Sub-Committee had before it a report from the Council's Licensing Officer which included the application for the licence and the written objections of the Objectors.</p> <p>The Senior Licensing Officer outlined the report, the purpose of which, was to determine an application for the grant of a premises licence for Family Shopper 16 Cowbridge Road Bridgend CF31 3DA. submitted by Mr Pirunthuja Satheeswaran and Mr Suresh Kanapati .</p> <p>MATERIAL BEFORE THE SUB-COMMITTEE</p> <p>The Sub-Committee had before it a report from the Licensing Officer, together with objections received from Cllr Ian Williams and an anonymous local resident represented by South Wales Police. The applicant and South Wales Police reached agreement on the imposition of additional conditions should this licence be granted namely:-</p> <p>General Premises Licence Holder and Designated Premises Supervisor will positively engage with South Wales Police and Multi Agency Partners.</p> <p>Prevention of Crime and Disorder Alcohol shall not be sold to persons known to cause anti-social behaviour, or persons known to purchase alcohol for those persons causing anti-social behaviour within Bridgend Town Centre</p> <p>The Representative of ARKA Licensing stated that the shop, a family business was run by a husband, wife and a few members of staff they employ. They had been operating under a temporary license since 18/12/25 and had already been selling alcohol among other items. He referred to pages 17-18 where they had detailed their intentions under Licensing Objectives. The Representative went on to address the</p>
---------------	--

objections raised stating that they can confirm there were no incidents that occurred due to their operation while operating under a temporary licence. He also stated that the applicant intended to work within operating schedules that would deter antisocial behaviour. He stated that the sale of alcohol was not the main part of their business and he understood that the main objection was with regards to the extended opening hours, thereby an extended time over which the public could purchase alcohol.

A member asked why alcohol was being sold during the extended hours of operation the business was applying for. The Representative of ARKA stated that their application was for extended operating hours during which they could sell all products, including alcohol.

A member asked for confirmation of current operating hours under the Temporary License and the Representative responded that the shop was open between 7am-11pm.

There was a further discussion between members and the representative with regards to serving individuals with ASB.

Representatives of Licensing for South Wales Police read out a letter from an objector stating that their concern was the extended operating hours and the consequences of granting the business a licence to operate during extended hours, which would result in loitering, littering, noise and nuisance. The objector also felt that granting of such a license would set precedent to other establishments selling alcohol in the area. They had concerns about where the establishment was located as was in a residential area with close proximity to a women's refuge and schools.

Objections were also received from the Elected Councillor/Ward Member for the Oldcaste ward where the premises are located. The Ward Member/ Councillor stated that he was representing the concerns of his community and wanted to challenge the application for the shop requesting to operate with extended hours, thereby selling alcohol after all other establishments had closed for business. He mentioned the impact this would have on the community which comprised of elderly residents, young families and HMO's. He asked that the adverse impact of allowing extended hours of operation to be considered when making a decision to grant the application.

A discussion took place about the operating hours of other shops nearby selling alcohol and also the operating hours of public houses in close proximity to the shop in the application. The applicant and the objectors then left the meeting allowing the committee to deliberate on the information presented to them.

RESOLVED

DETERMINATION

The Sub-Committee, in its decision-making, was required to promote the statutory licensing objectives and in particular, the prevention of crime and disorder and public safety. The Sub-Committee took into consideration all representations made both by the Applicant and the Objectors. The Sub-Committee also took into consideration, that the Police after negotiating with the Applicant and agreeing new conditions on the licence were now satisfied. The Sub-Committee also took into consideration that there were no representations from any other statutory body to include public protection.

The Sub-Committee did not take into consideration several matters raised by the objectors as they were not relevant representations under the Licensing Act. The following matters were not taken into consideration:-

Cumulative Impact Policy – the Council does not currently have a Cumulative Impact Policy, and the previous policy only related to a certain area within the town centre.

Commercial Demand - The question of need or commercial demand for licensed premises is not a relevant consideration under the Licensing Act 2003. The Authority can only consider matters that impact on the licensing objectives.

Parking issues- these are not relevant representations under the Licensing Act.

Commercial Waste - This is not a relevant representation under the Licensing Act

Reference to problems at other premises in the area- the Sub-Committee was required to determine the application on its merits and does not consider problems at other licenses premises.

While decisions must be grounded in evidence, the courts have clarified that this includes the authority's reasonable assessment of future risk based on available information.

The licensing Sub-Committees should not impose conditions based on mere speculation, but it does not prohibit consideration of prospective harm altogether.

Decisions were required be rational and proportionate, and it did not prohibit consideration of prospective harm altogether. The Sub-Committee took into consideration the close proximity to residential area and the nature of proposed licensable activities. This application is for shop and the requested time for opening was from 06:00 to 00:00 hours which has reduced by one hour at the commence of the Sub-Committee.

Licensing Authorities may therefore refuse an application or impose conditions if there is "good reason to suppose" that disorder or other harms may occur, even if no current issues exist. Residents have the right to enjoy their homes without undue disturbance.

	<p>Applicants should ensure that proposed hours are appropriate for the specific locality. Where relevant representations are made, the Licensing Sub-Committee will determine whether they agree with the characterisation of the area, drawing on both the information presented and their own local knowledge. The Sub-Committee are aware that this premises is also situated close to a women's refuge.</p> <p>Having taken all the above into consideration the Sub-Committee determined to grant the licence subject to the additional conditions agreed with the Police and also determined that they would only grant the licence for the hours of 07:00 to 23:00 hours.</p> <p>This decision is based on the close proximity of the premises to a residential area and that there also a women's refuge in close proximity.</p>
Date Decision Made	22/01/26

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

The meeting closed at 10:57.

This page is intentionally left blank

Agenda Item 4

Meeting of:	LICENSING SUB-COMMITTEE (A)
Date of Meeting:	21 APRIL 2026
Report Title:	GRANT OF HACKNEY CARRIAGE VEHICLE LICENCE
Report Owner: Responsible Chief Officer/Cabinet Member	CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, AND HR AND ELECTORAL
Responsible Officer:	KIRSTY EVANS LICENSING TEAM MANAGER
Policy Framework and Procedure Rules:	The report content has no direct effect upon the policy framework and procedure rules.
Executive Summary:	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

1. Purpose of Report

- 1.1 The purpose of this report is to ask Members to determine an application for the grant of a private hire 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, but the licence expired on 6 March 2026, and the proprietor failed to renew the licence.
- 2.3 The proprietor has advised that the vehicle was not ready for testing and was waiting to be repaired, which is why the licence was not renewed.

3. Current situation / proposal

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

Make	Skoda
Model	Octavia
Fuel Type	Diesel
Date of First registration	March 2020
Colour	White
Mileage recorded at last MOT inspection	245,402 miles (9 September 2025)
Registration No	HY20 MDE
Passengers	1
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.”

In relation to the published Age Policy Guidelines, Members are advised that the new testing regime comes into effect on 1 May 2026, where an applicant may obtain an MOT Certificate and Declaration of Fitness Certificate from any approved MOT station within the County Borough.

- 3.3 At the time of writing the report the requested vehicle is 6 years 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 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 Forge Travel Ltd the Sub-Committee is requested to determine this application.

Background documents

None.

Your reference number is VL820049720.

Thank you for submitting Application for a Hackney Carriage or Private Hire Licence - Review

Are you applying as a company or an individual?: Company

Are you applying as a limited company?: Yes

Please supply your company registration number: 07080767

Company Name: forge travel ltd

Postcode: [REDACTED]

Flat Number: [REDACTED]

House Number: [REDACTED]

Street: [REDACTED]

Town/City: [REDACTED]

County: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

Type of vehicle licence required: Hackney Carriage

Type of application:: Renewal

Please provide your private hire/hackney carriage licence number:: hc684

Is the vehicle currently licensed by another authority?: No

Is the Vehicle Wheelchair Accessible?: No

Is a Tail Lift fitted to the Vehicle?: No

Has the vehicle had any modifications to the vehicle since its manufacture?: No

Will the vehicle be used for Bridgend County Borough Council School Transport?: No

Please state the Private Hire Operator with whom you work or intend to work with: forge travel

Vehicle Registration number: hy20mde

Vehicle Make: SKODA

Vehicle Colour: WHITE

Year: 2020

Tax Status: Taxed

MOT Expiry: 08/09/2026

First Registered: 2020-03

Fuel Type: DIESEL

Number of persons to be carried in the vehicle (excluding Driver): 1

Please upload your current Certificate of Insurance: 2024-2025 Fleet Certificate.pdf

Please include any further comments which may support your application:

I have read and agree: I have read and agree

Here you have the option to upload added evidence received from the customer (if applicable):

Amount paid by the customer:: [REDACTED]

Customers Payment Transaction Reference from Capita: : [REDACTED]

Please select an outcome: Close Case

Agenda Item 5

Meeting of:	LICENSING SUB-COMMITTEE (A)
Date of Meeting:	21 APRIL 2026
Report Title:	GRANT OF HACKNEY CARRIAGE VEHICLE LICENCE
Report Owner: Responsible Chief Officer/Cabinet Member	CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, AND HR AND ELECTORAL
Responsible Officer:	KIRSTY EVANS LICENSING TEAM MANAGER
Policy Framework and Procedure Rules:	The report content has no direct effect upon the policy framework and procedure rules.
Executive Summary:	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

1. Purpose of Report

- 1.1 The purpose of this report is to ask Members to determine an application for the grant of a private hire 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 4 March 2026, and the proprietor failed to renew the licence.
- 2.3 The proprietor has advised that the vehicle was not ready for testing and was waiting to be repaired, which is why the licence was not renewed.

3. Current situation / proposal

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

Make	Skoda
Model	Octavia
Fuel Type	Diesel
Date of First registration	1 March 2019
Colour	White
Mileage recorded at last MOT inspection	243,600 miles (4 September 2025)
Registration No	HY19 NWC
Passengers	4
Type approval category	M1
Accessible Vehicle	No

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

- 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.”

In relation to the published Age Policy Guidelines, Members are advised that the new testing regime comes into effect on 1 May 2026, where an applicant may obtain an MOT Certificate and Declaration of Fitness Certificate from any approved MOT station within the County Borough”.

- 3.3 At the time of writing the report the requested vehicle is 7 years 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 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 Forge Travel Ltd the Sub-Committee is requested to determine this application.

Background documents

None.

Your reference number is VL820047373.

Thank you for submitting Application for a Hackney Carriage or Private Hire Licence - Review

Are you applying as a company or an individual?: Company

Are you applying as a limited company?: Yes

Please supply your company registration number: 07080767

Company Name: forge travel ltd

Postcode: [REDACTED]

Flat Number: [REDACTED]

House Number: [REDACTED]

Street: [REDACTED]

Town/City: [REDACTED]

County: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

Type of vehicle licence required: Hackney Carriage

Type of application:: Renewal

Please provide your private hire/hackney carriage licence number:: hc621

Is the vehicle currently licensed by another authority?: No

Is the Vehicle Wheelchair Accessible?: No

Is a Tail Lift fitted to the Vehicle?: No

Has the vehicle had any modifications to the vehicle since its manufacture?: No

Will the vehicle be used for Bridgend County Borough Council School Transport?: No

Please state the Private Hire Operator with whom you work or intend to work with: forge travel

Vehicle Registration number: hy19nwc

Vehicle Make: SKODA

Vehicle Colour: WHITE

Year: 2019

Tax Status: Taxed

MOT Expiry: 03/09/2026

First Registered: 2019-03

Fuel Type: DIESEL

Number of persons to be carried in the vehicle (excluding Driver): 4

Please upload your current Certificate of Insurance: 2024-2025 Fleet Certificate.pdf

Please include any further comments which may support your application:

I have read and agree: I have read and agree

Here you have the option to upload added evidence received from the customer (if applicable):

Amount paid by the customer:: [REDACTED]

Customers Payment Transaction Reference from Capita: : [REDACTED]

Please select an outcome: Close Case

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank