

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

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

Dyddiad/Date: Friday, 07 November 2025

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 **Friday, 14 November 2025 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**

5 - 8

To receive for approval the Minutes of the Licensing Sub Committee A 09/09/25

4 **Grant Of a Hackney Carriage Vehicle License**

9 - 16

5 **Grant Of a Private Hire Vehicle License**

By receiving this Agenda Pack electronically you will save the Authority approx. £1.96 in printing costs

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



17 - 26

6 Grant Of a Private Hire Vehicle License

27 - 34

7 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.

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The minutes and reports relating to the following items are not for publication as they contain exempt information as defined in Paragraph 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972 as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

9 Approval of Exempt Minutes

35 - 40

To receive for approval the exempt Minutes of the 09/09/25

10 Grant Of a Hackney Carriage And Private Hire Driver's License

41 - 60

11 Grant Of a Hackney Carriage And Private Hire Driver's License

61 - 88

12 Grant Of a Hackney Carriage And Private Hire Driver's License

89 - 98

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

By receiving this Agenda Pack electronically you will save the Authority approx. £1.96 in printing costs

S J Bletsoe
O Clatworthy
RJ Collins
M Lewis
J Llewellyn-Hopkins
J E Pratt

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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, 9 SEPTEMBER 2025 AT 10:00

Present

Councillor M Lewis – Chairperson

A R Berrow

S J Bletsoe

O Clatworthy

Present Virtually

J E Pratt

Officers:

Katie Wintle
Michael Pitman
Oscar Roberts

Lawyer
Technical Support Officer – Democratic Services
Temporary Democratic Services Officer – Committees

76. Apologies for Absence

| | |
|--------------------|--|
| Decision Made | Apologies for absence were received from Cllr Richard Collins. |
| Date Decision Made | 9 September 2025 |

77. Declarations of Interest

| | |
|---------------|-------|
| Decision Made | None. |
|---------------|-------|

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

| | |
|--------------------|------------------|
| Date Decision Made | 9 September 2025 |
|--------------------|------------------|

78. Approval of Minutes

| | | |
|--------------------|------------------|--|
| Decision Made | <u>RESOLVED:</u> | That the Minutes of the Licensing Sub-Committee A dated 25/07/2025 and of the Licensing Act 2003 Sub-Committee A dated 29/10/2024, 23/12/2024 and 23/07/2025 were approved as true and accurate records. |
| Date Decision Made | 9 September 2025 | |

79. Urgent Items

| | |
|--------------------|------------------|
| Decision Made | None. |
| Date Decision Made | 9 September 2025 |

80. Exclusion of the Public

| | | |
|---------------|------------------|---|
| Decision Made | <u>RESOLVED:</u> | <p>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>Following the application of the public interest test the Sub-Committee resolved pursuant to the Act to consider these items in private, with the public being excluded from the meeting during such consideration.</p> |
|---------------|------------------|---|

| | |
|--------------------|------------------|
| Date Decision Made | 9 September 2025 |
|--------------------|------------------|

Approval of Exempt Minutes

| | |
|--------------------|--|
| Decision Made | <u>RESOLVED:</u> That the exempt minutes of Licensing Sub-Committee A dated 15/07/2025, be approved as a true and accurate record. |
| Date Decision Made | 9 September 2025 |

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

| | |
|--------------------|---------------------------|
| Decision Made | This decision was exempt. |
| Date Decision Made | 9 September 2025 |

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

The meeting closed at 11:50.

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| | |
|---|--|
| Meeting of: | LICENSING SUB-COMMITTEE (A) |
| Date of Meeting: | 14 NOVEMBER 2025 |
| Report Title: | GRANT OF A HACKNEY CARRIAGE VEHICLE LICENCE |
| Report Owner: Responsible Chief Officer/Cabinet Member | CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY |
| 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 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.

3. Current situation / proposal

- 3.1 The Council has received an application from Mr. James Bickerstaff to licence the following vehicle as a hackney carriage:

| | |
|------|---------|
| Make | Hyundai |
|------|---------|

| | |
|---|--------------------------------|
| Model | I40 Premium Crdi Blue Drive SA |
| Fuel Type | Diesel |
| Date of First registration | September 2017 |
| Colour | White |
| Mileage recorded at last MOT inspection | 73,606 miles |
| Registration No | WR67 CVC |
| Passengers | 4 |
| Type approval category | M1 |
| Accessible Vehicle | No |

A copy of the application is detailed in Appendix A.

- 3.2 Mr. Bickerstaff has provided a full-service history for the vehicle which is detailed in Appendix B.
- 3.3 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.”

- 3.4 At the time of writing the report the requested vehicle is 8 years and 1 months old.
- 3.5 As the vehicle falls outside the age policy guidelines by being over 5 years old the Sub-Committee is requested to determine the application.
- 3.6 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 Mr. James Bickerstaff the Sub-Committee is requested to determine this application.

Background documents

None.

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Your reference number is VL758755348.

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

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

Title: Mr

Forename: James

Surname: Bickerstaff

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:: New

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?: Yes

Please state the Private Hire Operator with whom you work or intend to work with: James Taxis

Vehicle Registration number: WR67 CVC

Vehicle Make: HYUNDAI

Vehicle Colour: WHITE

Year: 2017

Tax Status: Untaxed

MOT Expiry: 26/06/2026

First Registered: 2017-09

Fuel Type: DIESEL

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

Are you the registered keeper of the vehicle?: Yes

Please upload your proof of first registration: WR67 CVC.docx

Please include any further comments which may support your application: Available ASAP for committee.
full service history with only 75k mileage.
immaculate condition throughout.

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

Service History

enance schedule
carried out either on age limit or mileage limit,
ooner

| 1 year / 10,000 miles | 2 years / 20,000 miles | 3 years / 30,000 miles |
|----------------------------------|---|---|
| Mileage: 000,000 | Mileage: 009,803 | Mileage: 018,822 |
| Vehicle Health Check | Vehicle Health Check | Vehicle Health Check |
| Authorised Hyundai Dealer Stamp |  Motorline Hyundai Gloucester 117 Bristol Road Gloucestershire GL1 5SW Tel: 01452 317332 Dealer: 46016 ID V.17 NEW THINKING. NEW POSSIBILITIES. |  Motorline Hyundai Gloucester 117 Bristol Road Gloucestershire GL1 5SW Tel: 01452 317332 Dealer: 46016 ID V.17 NEW THINKING. NEW POSSIBILITIES. |
| Interim Service (optional) | Scheduled Service 2 years / 20,000 miles | Interim Service (optional) |
| Authorised Hyundai Dealer Stamp |  Motorline Hyundai Gloucester 117 Bristol Road Gloucestershire GL1 5SW Tel: 01452 317332 Dealer: 46016 ID V.17 NEW THINKING. NEW POSSIBILITIES. |  Motorline Hyundai Gloucester 117 Bristol Road Gloucestershire GL1 5SW Tel: 01452 317332 Dealer: 46016 ID V.17 NEW THINKING. NEW POSSIBILITIES. |
| Anti-perforation Check 12 months | | Anti-perforation Check 36 months |
| Authorised Hyundai Dealer Stamp | | Authorised Hyundai Dealer Stamp |
| Technician's signature | Technician's signature | Technician's signature |
| Date: | Date: 28/8/18 | Date: 16/07/19 |

BATH ROAD GARAGE
Bath Road, Eastington, Gloucestershire GL1 5SW
Telephone 01452 822900

Full Service + Brake Fluid Change

Maintenance schedule

47

| Maintenance schedule | | 4 years/40,000 miles | 5 years/50,000 miles | 6 years/60,000 miles | 7 years/70,000 miles | 8 years/80,000 miles | 9 years/90,000 miles |
|----------------------|---------------------------------|---|---|--|---|---|----------------------|
| | Mileage: | 026,320 | 029,098 | 390,163 | 560,060 | 680,974 | 0 |
| | Vehicle Health Check | Small Service | | Oil Air Pollen + MOT | Full Service | | |
| | Authorised Hyundai Dealer Stamp | BATH ROAD GARAGE Station Road Eastington, Gloucestershire GL5 2JG Telephone 01452 822907 | HONDA Heritage Honda Gloucester Blade House A40 Bypass Gloucester GL2 9DJ Telephone: 01452 429020 | Authorised Hyundai Dealer Stamp WWW.PINELODGECARS.COM HIGHER HEATH WHITCHURCH SY13 2JA | Authorised Hyundai Dealer Stamp Catworth Service Station 15 Station Road, Catworth Huntingdon PE28 0PE | Authorised Hyundai Dealer Stamp | |
| | Scheduled Service | | | Scheduled Service 6 years/60,000 miles WHITCHURCH SY13 2JA | Interim Service (optional) | Scheduled Service 8 years/80,000 miles | |
| | Authorised Hyundai Dealer Stamp | | | Authorised Hyundai Dealer Stamp WWW.PINELODGECARS.COM HIGHER HEATH WHITCHURCH SY13 2JA | Authorised Hyundai Dealer Stamp | Catworth Service Station Station Road CATWORTH PE28 0PE Tel: 01832 710220 VAT: 311 1112 86 | |
| | Anti-perforation Check | | 60 months | | Anti-perforation Check 84 months | | |
| | Authorised Hyundai Dealer Stamp | | | Authorised Hyundai Dealer Stamp WWW.PINELODGECARS.COM HIGHER HEATH WHITCHURCH SY13 2JA | Authorised Hyundai Dealer Stamp | | |
| | Technician's signature | | Honda 12 service K. Oprea | | | | |
| 48 | Date: | 28/09/20 | 17/6/21 | 16.05.2022 | 21/09/2023 | 18/12/24 | |

| | |
|---|--|
| Meeting of: | LICENSING SUB-COMMITTEE (A) |
| Date of Meeting: | 14 NOVEMBER 2025 |
| Report Title: | GRANT OF A PRIVATE HIRE VEHICLE LICENCE |
| Report Owner: Responsible Chief Officer/Cabinet Member | CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY |
| 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 private hire 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 private hire vehicle. The licence expired on 13 March 2025, and the proprietor failed to renew the licence.
- 2.3 On 22 October 2025 a request to return vehicle plate was sent to the proprietor as it had not yet been received. A copy of the letter sent is detailed in **Appendix A**.

- 2.4 On 23 October 2025, after receiving the request to return the vehicle plate the proprietor submitted a renewal application in respect of this vehicle. As the application was submitted after the expiry of a licence, the application is to be treated as a grant application.
- 2.5 There is an ongoing investigation into whether the vehicle was being used as a private hire vehicle without a licence between 14 March 2025 and 23 October 2025.

3. Current situation / proposal

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

| | |
|---|--------------|
| Make | Renault |
| Model | Traffic |
| Fuel Type | Diesel |
| Date of First registration | June 2013 |
| Colour | Blue |
| Mileage recorded at last MOT inspection | 72,788 miles |
| Registration No | MX13 LHF |
| Passengers | 3 |
| Type approval category | M1 |
| Accessible Vehicle | Yes |

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

- 3.2 Forge Travel Ltd have provided the vehicles Lifting Operations and Lifting Equipment Regulation (LOLER) certificate which is detailed in **Appendix C**.
- 3.3 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.”

- 3.4 At the time of writing the report the requested vehicle is 12 years and 5 months old.
- 3.5 As the vehicle falls outside the age policy guidelines by being over 10 years old the Sub-Committee is requested to determine the application.
- 3.6 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.

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

PRIVATE & CONFIDENTIAL

FORGE TRAVEL LTD

[REDACTED]
[REDACTED]
[REDACTED]

Cyfarwyddiaeth y Prif Weithredwr | Chief
Executive's Directorate

Deialu uniongyrchol / Direct line: (01656) 643643
Gofynnwch am / Ask for: Licensing

Ein cyf / Our ref: YW/KJ
Eich cyf / Your ref: **PH204**

Dyddiad / Date: **22/10/2025**

Dear Sir or Madam

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 TOWN POLICE CLAUSES ACT 1847 LICENSING OF HACKNEY CARRIAGE & PRIVATE HIRE VEHICLES **MX13LHF**

I note from my records that the above licence expired on **13/03/2025** and that application was not made for the renewal of the licence.

This letter constitutes formal notice that if you do not return the plate within 5 days of the date of this letter, without reasonable excuse, you may be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale.

If you are unable to return the plate, please email licensing@bridgend.gov.uk with the reasons.

If you have the plate, please return it via Royal Mail and obtain a proof of posting. Plates may also be dropped off in the Civic Offices letterbox.

Failure to return the plate within the time requested will result in your file being closed and there will be no refund of any plate deposit monies paid.

Yours faithfully

K Evans

Team Manager Licensing

Ffôn/Tel: 01656 643643

Negeseuon SMS/ SMS Messaging: 07581 157014

Facs/Fax: 01656 668126

Twitter@bridgendCBC

Ebost/Email: talktous@bridgend.gov.uk

Gwefan/Website: www.bridgend.gov.uk

Cyfnwidd testun: Rhwch 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. Rhwch 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

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Your reference number is VL759371156.

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: [REDACTED]

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: Private Hire

Type of application:: Renewal

Please provide your private hire/hackney carriage licence number:: ph204

Is the vehicle currently licensed by another authority?: No

Is your vehicle an approved specialist vehicle?: No

Is the Vehicle Wheelchair Accessible?: Yes

Is a Tail Lift fitted to the Vehicle?: Yes

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 Ltd

Vehicle Registration number: mx13lhf

Vehicle Make: RENAULT

Vehicle Colour: BLUE

Year: 2013

Tax Status: Taxed

MOT Expiry: 18/11/2025

First Registered: 2013-06

Fuel Type: DIESEL

Number of persons to be carried in the vehicle (excluding Driver): 3

Please upload your LOLER certificate: ptl Mx13.png

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



Weight Test Certificate

Certificate No. **75838**

Lift Serial No. **610808**

Examination & Test Certificate for Vehicle Passenger Lifts

Operating Company: **FORSE TBANEL**
 Instaliation Company: **RENAULT**
 Bess Vehicle Manufacturer: **THATIC**
 Bess Vehicle Model: **MINIBUS**
 Body Type: **10**
 Vehicle Voltage: **RIG336x**
 Lift Serial No. **510308**
 Lift Serial No. **315**
 Lift Maximum S.W.L. (Kgs uniformly distributed): **-**
 Vehicle Floor Height (mm): **-**
 Max. Working Pressure (with max. S.W.L. appiled) (BAR): **-**
 Reliet Valve Setting (BAR): **-**

Test Applied

- a Safety Devices Ramp/Roll Stop ☒
 Bridge Plate/Roll Stop ☒
 Folic Control Valve ☒
 b Raising & Lowering Controls ☒
 e Overload Test Load Applied (kg): **N/A**
 (Check lift and moutings to vehicle) ☒
 d Safe Working Load Test (S.W.L. Applied Kg) **337**
 e Downwarn Creep in 10.Mins (mm) **N/A**
 f Set Relief Valve **N/A**
 g Operation^{ing} S.W.L. for floor height of (mm)
 Up **1** s Down **1** s
 n Check Ancillary Equipment ☒

Declaration

I Certify that on **5-5-25** the equipment /installation was tested and thoroughly examined by the undersigned to appenax 4 of BS 6109: Part 2: 1889: No defects were found and I certify that the foregoing is a correct report of the results.

Signed: **[Signature]**

Date: **5-5-25**

Name: **P KIGALISON**

Position: **MDP**

Business Address: **PTL**

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| | |
|---|--|
| Meeting of: | LICENSING SUB-COMMITTEE (A) |
| Date of Meeting: | 14 NOVEMBER 2025 |
| Report Title: | GRANT OF A PRIVATE HIRE VEHICLE LICENCE |
| Report Owner: Responsible Chief Officer/Cabinet Member | CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY |
| 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 private hire 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 private hire vehicle. The licence expired on 15 March 2025, and the proprietor failed to renew the licence.
- 2.3 On 22 October 2025 a request to return vehicle plate was sent to the proprietor as it had not yet been received. A copy of the letter sent is detailed in **Appendix A**.
- 2.4 On 23 October 2025, after receiving the request to return the vehicle plate the proprietor submitted a renewal application in respect of this vehicle. As the application

was submitted after the expiry of a licence, the application is to be treated as a grant application.

- 2.5 There is an ongoing investigation into whether the vehicle was being used as a private hire vehicle without a licence between 16 March 2025 and 23 October 2025.

3. Current situation / proposal

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

| | |
|---|---------------|
| Make | Mercedes-Benz |
| Model | Vito |
| Fuel Type | Diesel |
| Date of First registration | March 2018 |
| Colour | Grey |
| Mileage recorded at last MOT inspection | 132,536 miles |
| Registration No | BU18 WDE |
| Passengers | 8 |
| 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.”

- 3.3 At the time of writing the report the requested vehicle is 7 years and 8 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 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.

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



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FORGE TRAVEL LTD



Cyfarwyddiaeth y Prif Weithredwr | Chief Executive's Directorate

Deialu uniongyrchol / Direct line: (01656) 643643
Gofynnwch am / Ask for: Licensing

Ein cyf / Our ref: YW/KJ
Eich cyf / Your ref: **PH157**

Dyddiad / Date: 22/10/2025

Dear Sir or Madam

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976
TOWN POLICE CLAUSES ACT 1847
LICENSING OF HACKNEY CARRIAGE & PRIVATE HIRE VEHICLES
BU18WDE

I note from my records that the above licence expired on **15/03/2025** and that application was not made for the renewal of the licence.

This letter constitutes formal notice that if you do not return the plate within 5 days of the date of this letter, without reasonable excuse, you may be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale.

If you are unable to return the plate, please email licensing@bridgend.gov.uk with the reasons.

If you have the plate, please return it via Royal Mail and obtain a proof of posting. Plates may also be dropped off in the Civic Offices letterbox.

Failure to return the plate within the time requested will result in your file being closed and there will be no refund of any plate deposit monies paid.

Yours faithfully

K Evans

Team Manager Licensing

Ffôn/Tel: 01656 643643

Negeseuon SMS/ SMS Messaging: 07581 157014

Facs/Fax: 01656 668126

Twitter@bridgendCBC

Ebost/Email: talktous@bridgend.gov.uk

Gwefan/Website: www.bridgend.gov.uk

Cyfnwidd testun: Rhwch 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. Rhwch 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

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Your reference number is VL759368755.

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: [REDACTED]

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: Private Hire

Type of application:: Renewal

Please provide your private hire/hackney carriage licence number:: ph157

Is the vehicle currently licensed by another authority?: No

Is your vehicle an approved specialist vehicle?: 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 Ltd

Vehicle Registration number: bu18wde

Vehicle Make: MERCEDES-BENZ

Vehicle Colour: GREY

Year: 2018

Tax Status: Taxed

MOT Expiry: 24/09/2025

First Registered: 2018-03

Fuel Type: DIESEL

Number of persons to be carried in the vehicle (excluding Driver): 8

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: [REDACTED]

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

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