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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: Monday, 18 May 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 **Tuesday, 26 May 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 – 16
To receive for approval the Minutes of the Licensing Sub Committee (B) dated 25/03/2026 and the Licensing Act 2003 Sub Committee (B) dated 08/04/2026 and 23/04/2026.
- 4 Grant of Hackney Carriage Vehicle Licence 17 – 22
- 5 Grant of Private Hire Vehicle Licence 23 – 28

By receiving this Agenda Pack electronically you will save the Authority approx. £0.76 in printing costs

6 Grant of Private Hire Vehicle Licence

29 – 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The minutes relating to the following item are not for publication as they contain exempt information as defined in Paragraph 12 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972 as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 – 38

To receive for approval the exempt Minutes of the 25/03/2026

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:

H T Bennett

S Easterbrook

H Griffiths

RM James

P W Jenkins

G Walter

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 WEDNESDAY, 25 MARCH 2026 AT 10:00

Present

Councillor R Williams – Chairperson

C Davies

S Easterbrook

Present Virtually

H T Bennett

Officers:

Samuel Pitchford
Kirsty Evans
Michael Pitman
Oscar Roberts

Lawyer - Litigation Team
Licensing Team Manager
Technical Support Officer – Democratic Services
Temporary Democratic Services Officer - Committees

81. Apologies for Absence

Decision Made	None.
Date Decision Made	25 March 2026

82. Declarations of Interest

Decision Made	There were no declarations of interest.
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This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

Date Decision Made	25 March 2026
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83. Approval of Minutes

Decision Made	<u>RESOLVED:</u>	That the minutes of the 03/02/2026 be approved as a true and accurate record.
Date Decision Made	25 March 2026	

84. Grant of a Hackney Carriage Vehicle Licence

Decision Made	<p>The purpose of this report, presented by the Licensing Team Manager, was 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.</p> <p>The applicant was present at the meeting.</p> <p>The applicant requested a hackney carriage vehicle licence for his Ford Mondeo hybrid electric vehicle. The vehicle was aged 6 years and 6 months, 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 116,533. The members also observed the Vehicle was in excellent condition.</p> <p>The owner explained that the police had impounded the Renault for evidence in June 2025, following a fatal road traffic accident. The Renault was not damaged in the accident; a drunk person had been lying on the road around midnight and was run over. The owner put in an application for renewal before the licence lapsed. But he could not bring the Renault for inspection due to the impounding.</p> <p><u>RESOLVED:</u></p>	The sub-committee unanimously decided to depart from its policy
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	<p>and grant the applications subject to standard requirements for inspection for the following reasons:</p> <ul style="list-style-type: none"> a. The Renault is in excellent condition. b. A renewal application was made on time; it was only circumstances outside the operator’s control that prevented a vehicle inspection. c. The applicant is an experienced operator of a taxi business and can be relied upon to abide by the inspection requirements for older vehicles. <p>For these reasons, the committee unanimously decided to grant the applications subject to its standard inspection requirements.</p>
Date Decision Made	25 March 2026

85. Urgent Items

Decision Made	None.
Date Decision Made	25 March 2026

86. Exclusion of the Public

Decision Made	<p><u>RESOLVED:</u></p> <p>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</p>
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	Information)(Variation)(Wales) Order 2007. 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.
Date Decision Made	25 March 2026

87. Approval of Exempt Minutes

Decision Made	<u>RESOLVED:</u> That the exempt minutes of the 03/02/2026 be approved as a true and accurate record.
Date Decision Made	25 March 2026

88. Disciplinary Hearing

Decision Made	This decision was exempt.
Date Decision Made	25 March 2026

89. Disciplinary Hearing

Decision Made	This decision was exempt.
Date Decision Made	25 March 2026

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

The meeting closed at 11:10.

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MINUTES OF A MEETING OF THE LICENSING ACT 2003 SUB-COMMITTEE (B) HELD HYBRID IN THE COUNCIL CHAMBER - CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON WEDNESDAY, 8 APRIL 2026 AT 10:00

Present:

Councillors

RM James

S Easterbrook

Present Virtually

HT Bennett

Officers:

MA Galvin
S Pitchford
Y Witchell
M Pitman

Senior Democratic Services Officer – Committees
Legal Officer
Senior Licensing Officer
Democratic Services Officer - Technical

Invitees

S Yavuz (represented by S Uddin, Solicitor)
G Farnham, Immigration enforcement Officer, Home Office

Appointment of Chairperson

In the absence of the Chairperson Councillor R Williams, it was moved and duly seconded that Councillor Bennett Chairs the meeting.

96. Apologies for Absence

Decision Made	Apologies were received from Councillor R Williams.
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Date Decision Made	8 April 2026.

97. Declarations of Interest

Decision Made	None
Date Decision Made	8 April 2026

98. Review of Premises License for USA Chicken, Pizza & Kebabs, 25 Talbot Street, Maesteg, Bridgend, CF34 9DW

Decision Made	<p>The Senior Officer – Licensing presented a report in order that members could determine an application for a review of a premises licence in respect of the above premises. The application had been submitted by the Home Office.</p> <p>Following an outline of the application for the benefit of members, Counsel for the licence holder made an application to adjourn the hearing on the following grounds.</p> <ul style="list-style-type: none">a. The licence holder and premises manager were native Turkish speakers. They therefore required an interpreter to participate in proceedings in a proper and fair manner. The application for review was a serious application, as it could result in the premises licence being revoked. It would prejudice the licence holder to proceed without an interpreter and both counsel and solicitor for the licence holder would be professionally embarrassed.b. Counsel for the licence holder submitted that it would not prejudice the Home Office to adjourn the hearing because the mischief complained of, ie illegal employment, was historical coupled with the fact that the matter had been ongoing for some time.
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	<p>c. Due to a miscommunication, the premises manager was not in attendance. His attendance was considered vital to the licence holder responding to the application for review.</p> <p>Counsel advised that his instructing solicitors could arrange a Turkish interpreter within 14 days. Therefore, any adjournment not be for longer than that period.</p> <p>The Home Office representative when asked, opposed the application for an adjournment on the grounds that this matter had already been adjourned a month earlier. However, they did not object to the substance of counsel's submissions.</p> <p>The sub-committee therefore agreed to retire to deliberate with the Council's Legal officer. The sub-committee further agreed that the licence holder could not understand proceedings or participate properly in the meeting without an interpreter, and that this would unfairly prejudice him to proceed in the absence of one.</p> <p>In its written application, the Home Office had asked for the sub-committee to seriously consider revoking the licence. It was therefore an application with potentially serious consequences for the licence holder and premises manager. Natural justice required that he be able to understand and respond to the application against him.</p> <p>The period of adjournment requested was short and the allegations were historical, with there being no allegations of ongoing illegal activity at the premises. There was therefore little prejudice to the Home Office by adjourning the meeting for a relatively short period of time, nor any danger to the public.</p> <p><u>RESOLVED:</u></p> <p>That the sub-committee agreed to adjourn the hearing by 14 days and that the reconvened meeting, be held remotely.</p>
Date Decision Made	8 April 2026

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

The meeting closed at 12:19.

MINUTES OF A MEETING OF THE LICENSING ACT 2003 SUB-COMMITTEE (B) HELD REMOTELY - VIA MICROSOFT TEAMS ON THURSDAY, 23 APRIL 2026 AT 10:00

Present Virtually

Councillor R Williams – Chairperson

H T Bennett

S Easterbrook

Officers:

Kirsty Evans

Senior Licensing Officer

Samuel Pitchford

Lawyer - Litigation Team

Stephen Griffiths

Democratic Services Officer - Committees

Nimi Chandrasena

Democratic Services Officer - Support

Applicant:

Gary Farnam

Immigration Enforcement, Home Office

Licence Holder:

Suleyman Yavuz

Licence holder - USA Chicken, Pizza & Kebabs, 25 Talbot Street, Maesteg, Bridgend, CF34 9DW

Sham Uddin

Counsel for the licence holder

1. Apologies for Absence

Decision Made	There were no apologies for absence.
Date Decision Made	23 April 2026

Declarations of Interest

Decision Made	There were no declarations of interest.
Date Decision Made	23 April 2026

3. Review of Premises License for USA Chicken, Pizza & Kebabs, 25 Talbot Street, Maesteg, Bridgend, CF34 9DW

Decision Made	<p>The purpose of this report was to determine an application for a review of a premises license for USA Chicken, Pizza & Kebabs, 25 Talbot Street, Maesteg CF34 9DW. The licence authorises the provision of late-night refreshment and non-standard hours.</p> <p>The application for review was brought by the Home Office.</p> <p>Home Office's case</p> <ol style="list-style-type: none">1. The Home Office received intelligence that persons employed at the premises had no legal right to work there. On 24 May 2025, immigration compliance enforcement officers visited the premises and found two such persons: Mr Gunce and Mr Zorlu.2. A civil penalty of £80,000 was issued to Talbot Kebab Ltd on 16 June 2025. The penalty was upheld on reconsideration on 16 July 2025. No appeal was made to the County Court and the penalty remains outstanding.3. The Home Office argued that the license holder undermined the licensing objective, namely the 'prevention of crime and disorder' by employing persons illegally. Mr Farnan, for the Home Office, submitted that illegal working undermines legitimate businesses and forms a nexus with other illegal practices, such as breaches of taxation law, employment law, minimum wage requirements, and the exploitation of illegal workers themselves. This was therefore a serious issue, and the Home Office invited the committee to seriously consider revocation.
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Application for recusal of Cllr Easterbrook

4. Mr Uddin, counsel for the licence holder, made an application for Cllr Easterbrook to recuse himself on the basis of predetermination, actual bias and apparent bias. He argued that Cllr Easterbrook's comment following the Home Office case, particularly the phrase 'it's very black and white' evinced a closed mind.
5. Cllr Easterbrook clarified that he was referring to what the Home Office had stated in respect of whether the application for review constituted a serious matter to be considered and not that he meant the decision was 'black and white.'
6. The hearing was previously adjourned upon an application from counsel to procure a Turkish translator. Counsel had submitted then that the application for review was a serious application as it may result in the licence being revoked. That was also the view of the committee then, of which Cllr Easterbrook was a member, which granted the adjournment request.
7. Consequently, Cllr Easterbrook did not recuse himself and the hearing continued.

Licence holder's case

8. Mr Uddin correctly submitted that the evidence put forward by the Home Office had not been tested in a judicial forum. The Home Office did not pursue a criminal prosecution. The licence holder sought a reconsideration of the civil penalty immediately, which is done administratively by the Home Office. He did not appeal that reconsideration to the County Court, because he was abroad for his sister's funeral and the deadline for doing so elapsed. Nonetheless, the lack of an appeal did not mean that the Home Office evidence should be accepted without scrutiny by the committee. Mr Uddin argued persuasively it was for this committee to test the evidence of illegal working.
9. On behalf of the licence holder, Mr Uddin submitted that the breach in respect of Mr Gunce was 'technical' and not deliberate. Mr Gunce has made a protection claim (i.e., asylum), and he has the right to work while that claim is outstanding. That right is restricted however to those occupations listed on the Immigration Salary List, of which cook is not one. Mr Gunce provided the licence holder with his Application Registration Card (ARC) issued by the Home Office to asylum seekers. The licence holder

assumed this gave Mr Gunce the right to work and was unaware of the restrictions. Mr Uddin accepted this was not a defence, but that it did make the licence holder less culpable. He also pointed to his client's limited English language ability, as a contributory factor.

10. During the hearing, the licence holder denied ever employing Mr Zorlu, stating that he was a guest in need to whom he had given accommodation and who sometimes used the premises to make his own food. Mr Uddin pointed to the correspondence dated 10 June 2025, which corroborated that statement.
11. Mr Uddin concluded his submissions by arguing that revocation would be unduly harsh given that the licence holder's breach was technical and not a blatant disregarding of the rules, and in the case of Mr Zorlu there was no admitted breach at all. There had been no reports of illegal working in the last 15 years; this was clearly a one-off. There were no reports of anti-social behaviour or other breaches of the licence. He submitted that revoking the licence would remove the premises from the jurisdiction of the licensing authority, whereas imposing conditions on the licence would allow it to exercise some control. He proposed that the committee adopt conditions such as requiring the licence holder to report regularly to the Home Office on the employees at the premises.

Deliberations

12. The committee retired to deliberate with the council solicitor. The committee found as a matter of fact that the licence holder had employed two persons unlawfully. The Home Office levied a civil penalty in respect of two persons. It was admitted that the licence holder employed Mr Gunce on a trial basis and that Mr Gunce could not legally work at the premises. That admission came both from counsel today and in correspondence dated 10 June 2025 from the licence holder to the Home Office.
13. In respect of Mr Zorlu, the licence holder requested reconsideration of the civil penalty, but the Home Office upheld its earlier decision. The licence holder did not pursue an appeal through the County Court and the deadline for doing so has passed. The committee looked at the photographic evidence and read the record of the enforcement visit. The committee was not persuaded that Mr Zorlu was merely a guest. Mr Zorlu admitted in his interview with the Home Office that he had been helping 'in return for accommodation', including washing up. It was more likely than not that he was employed, if not in exchange for a salary, then in exchange for accommodation.

	<p>14. The committee was concerned that the licence holder was unable to list the four licensing objectives when asked. He was also unsure of the rules around minimum wage and trial periods of work. Finally, it was troubled by his defence that Mr Zorlu was a guest and not employee: if the committee had accepted that defence, then why was a non-employee allowed to use the premises' kitchen to prepare his own food? This was especially troubling given that the licence holder was an experienced takeaway operator.</p> <p>15. The committee did have regard to the licence holder's clean record to date. However, while he had removed Mr Gunce and Mr Zorlu promptly, he was unable to explain precisely to the committee what improvements he had made to prevent a reoccurrence of illegal employment. The committee adopted the view of Mr Uddin that it was better, in the circumstances, for it to retain regulatory control over the premises and impose conditions to bring about these improvements. It ruled out revocation for that reason. Conditions alone, however, did not reflect the seriousness of the illegal working. The committee felt that a temporary suspension of the licence was called for.</p> <p>Decision</p> <p>16. The Committee decided to suspend the premises licence for 1 month and to impose permanent conditions on the licence. Those conditions are:</p> <ul style="list-style-type: none"> a. The licence holder shall submit to the Home Office a list of persons employed at the premises every three months. The submission must include the names, national insurance numbers and position of the employees. b. All staff employed at the premises shall undertake training on employment and the immigration rules, food standards and safety, and licensing every year. c. The licence holder shall maintain a logbook of all training undertaken, including the training provider, the name of any course attended, and any qualifications obtained. d. The logbook must be made available for inspection by the Licensing Authority or the Home Office on request.
Date Decision Made	23 April 2026

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

The meeting closed at 13:01.

Agenda Item 4

Meeting of:	LICENSING SUB-COMMITTEE (B)
Date of Meeting:	26 MAY 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 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 Darren Tibbs to licence the following vehicle as a hackney carriage vehicle:

Make	Toyota
Model	Corolla Icon
Fuel Type	Hybrid Electric
Date of First registration	25 November 2020
Colour	White
Mileage recorded at last MOT inspection	19,289 miles (27 January 2026)
Registration No	FL70 RPZ
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 effective from 1 May 2026 are as follows:

“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

Vehicle testing must be an MOT Certificate and Declaration of Fitness Certificate (the additional taxi/private hire test) from any DVSA approved MOT testing station within the Bridgend County Borough administrative area. These certificates may be obtained up to 1 month prior to the requirement for testing.

Hackney Carriage vehicles will require a Meter Calibration Certificate upon grant or renewal of a licence. This must be dated within 1 month of submitting the application.

The MOT Certificate, Declaration of Fitness Certificate and Meter Calibration Certificate (if applicable) must be obtained prior to submitting an application.

If an applicant fails 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 5 years and 6 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 Darren Tibbs the Sub-Committee is requested to determine this application.

Background documents

None.

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Your reference number is [REDACTED]

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: Darren

Surname: Tibbs

Postcode: [REDACTED]

Flat Number: [REDACTED]

House Number: [REDACTED]

Street: [REDACTED]

Town/City: [REDACTED]

County: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

Mobile: [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?: No

Please state the Private Hire Operator with whom you work or intend to work with: Jackson Cabs Ltd

Vehicle Registration number: FL70RPZ

Vehicle Make: TOYOTA

Vehicle Colour: WHITE

Year: 2020

Tax Status: Taxed

MOT Expiry: 26/01/2027

First Registered: 2020-11

Fuel Type: HYBRID ELECTRIC

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

Are you the registered keeper of the vehicle?: Yes

Please upload your current Certificate of Insurance: Acorn_TX_Certificate_74678763.pdf

Please upload your proof of first registration: V5 - FL70RPZ.pdf

Please include any further comments which may support your application: I need to operate as soon as possible as renting my vehicle is costing me so much money I am operating at below minimum wage

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

Meeting of:	LICENSING SUB-COMMITTEE (B)
Date of Meeting:	26 MAY 2026
Report Title:	GRANT OF A PRIVATE HIRE 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 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, but the licence expired on 17 October 2025.
- 2.3 A renewal application was submitted before expiry, however the proprietor failed to present the vehicle for testing within good time as the vehicle needed significant work carried out.

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 vehicle:

Make	Ford
Model	Torneo Custom
Fuel Type	Diesel
Date of First registration	17 September 2018
Colour	Silver
Mileage recorded at last MOT inspection	105,301 miles (30 April 2025)
Registration No	HY68 AZA
Passengers	8
Type approval category	M1
Accessible Vehicle	No

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

- 3.2 The age policy guidelines effective from 1 May 2026 are as follows:

“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

Vehicle testing must be an MOT Certificate and Declaration of Fitness Certificate (the additional taxi/private hire test) from any DVSA approved MOT testing station within the Bridgend County Borough administrative area. These certificates may be obtained up to 1 month prior to the requirement for testing.

Hackney Carriage vehicles will require a Meter Calibration Certificate upon grant or renewal of a licence. This must be dated within 1 month of submitting the application.

The MOT Certificate, Declaration of Fitness Certificate and Meter Calibration Certificate (if applicable) must be obtained prior to submitting an application.

If an applicant fails 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, 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.

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Your reference number is [REDACTED].

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: Private Hire

Type of application:: Renewal

Please provide your private hire/hackney carriage licence number:: ph276

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: hy68aza

Vehicle Make: FORD

Vehicle Colour: SILVER

Year: 2018

Tax Status: Taxed

MOT Expiry: 29/04/2026

First Registered: 2018-09

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: Engine is being rebuilt as we speak , please allow time for the work to be done
thank you

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 6

Meeting of:	LICENSING SUB-COMMITTEE (B)
Date of Meeting:	26 MAY 2026
Report Title:	GRANT OF A PRIVATE HIRE 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 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.

3. Current situation / proposal

- 3.1 The Council has received an application from James Bickerstaff to licence the following vehicle as a private hire vehicle:

Make	Ford
Model	Torneo
Fuel Type	Diesel
Date of First registration	31 March 2019
Colour	Blue
Mileage recorded at last MOT inspection	14,653 miles (6 May 2026)
Registration No	SL19 YXE
Passengers	8
Type approval category	M1
Accessible Vehicle	No

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

3.2 The age policy guidelines effective from 1 May 2026 are as follows:

“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

Vehicle testing must be an MOT Certificate and Declaration of Fitness Certificate (the additional taxi/private hire test) from any DVSA approved MOT testing station within the Bridgend County Borough administrative area. These certificates may be obtained up to 1 month prior to the requirement for testing.

Hackney Carriage vehicles will require a Meter Calibration Certificate upon grant or renewal of a licence. This must be dated within 1 month of submitting the application.

The MOT Certificate, Declaration of Fitness Certificate and Meter Calibration Certificate (if applicable) must be obtained prior to submitting an application.

If an applicant fails 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 1 month 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 James Bickerstaff the Sub-Committee is requested to determine this application.

Background documents

None.

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Your reference number is [REDACTED]

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: Private Hire

Type of application:: New

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?: Yes

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

Vehicle Registration number: SL19 YXE

Vehicle Make:

Vehicle Colour:

Year:

Tax Status:

MOT Expiry:

First Registered:

Fuel Type:

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

Are you the registered keeper of the vehicle?: Yes

Please upload your current Certificate of Insurance: Screenshot_20260501_125720_Word.jpg

Please upload your proof of first registration: 20260430_171107.jpg

Please upload your MOT certificate: Screenshot_20260503_071641_Word.jpg

Please upload your Declaration of Fitness Certificate: Screenshot_20260503_071641_Word.jpg

Please include any further comments which may support your application: As it's over 5 years old will need to go through committee, shall we do this next week before I get the m.o.t?

Thank you

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.

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