



APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

14 April 2021

Dear Councillor

You are summoned to attend the meeting of the;

LICENSING SUB-COMMITTEE

on **THURSDAY 22 APRIL 2021** at **10.30 am**.

Please note that this will be a **remote meeting** – Members to access the meeting via Microsoft Teams. Members of the press and public may listen to the live stream via the [Council's YouTube channel](#).

A briefing for Members will not be held unless specifically requested. If clarification is needed or there are issues regarding the Hearing, procedural issues or any legal matters, please email Committee Services (committee.clerk@maldon.gov.uk) to arrange this.

We ask that Members ensure they arrive at least 15 minutes prior to the Hearing to agree the Chairman for the meeting.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

COMMITTEE MEMBERSHIP:

COUNCILLORS

M W Helm
C Mayes
R H Siddall
Mrs M E Thompson



MALDON DISTRICT COUNCIL

LOCAL GOVERNMENT (MISCELLANEOUS PROVISION) ACT 1976 HEARINGS OF THE LICENSING SUB-COMMITTEE

AIDE MEMOIR – HACKNEY CARRIAGE / PRIVATE HIRE DUAL DRIVERS LICENCE

The Chairman of the Hearing will open the Hearing and explain that the Sub-Committee's role is to determine applications and other matters relating to the licensing of taxi and private hire drivers, vehicles and operators. He will then introduce Members and Officers present.

1. The Chairman of the Hearing will outline the procedure to be followed. He should ensure that all representations, witness statements and hearing papers (by stating what they are) have already been read and that there is no need to repeat these. Should there be any late documentation in support of a representation or application, it may be introduced with the consent of all parties.
2. All people present to identify themselves by name and (if necessary) who they represent.
3. A brief outline of the application will be given by the Licensing Officer.
4. The Applicant to make an opening statement.
5. The Applicant to call witnesses*.
**Please note:* Any person calling a witness must not ask leading questions of him / her, i.e. by phrasing a question in such a way that the answer is suggested in that question.
6. Members of the Sub-Committee may ask questions to elicit information from any party at any time during the Hearing.
7. The Applicant then makes a closing statement.
8. The meeting will close at this point.
9. Members of the Sub-Committee should then discuss the evidence and representations made before reaching their decision (this will be done after the meeting has closed and parties will be notified of the decision afterwards).
10. The determination will be given within five working days (beginning with the day on which the hearing was held).

Note: Any reference in this Procedure Note to an Applicant, Responsible Authorities or Interested Parties includes a person who may be representing them.



**AGENDA
LICENSING SUB-COMMITTEE**

THURSDAY 22 APRIL 2021

1. **To appoint a Chairman for hearing**
2. **Chairman's notices**
3. **Apologies for Absence**
4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interest or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6 – 8 of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interest as soon as they become aware should the need arise through the meeting.)

5. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

6. **Application for the Review of a Hackney Carriage / Private Hire Vehicle Dual Driver's Licence** (Pages 5 - 30)

To consider the report of the Director of Service Delivery, (copy enclosed).

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session. At the start of the meeting an announcement will be made about the recording.

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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