# Agenda for Licensing & Enforcement Sub Committee

#### Wednesday, 28 September 2016; 9.30am

(Councillors Steve Hall (Chairman), Geoff Jung and John O'Leary)

**Venue:** Council Chamber, Knowle, Sidmouth, EX10 8HL View directions

**Contact:** Chris Lane, 01395 571544 (or group number 01395 517546): Issued 20 September 2016

East Devon

East Devon District Council Knowle Sidmouth Devon EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551 Fax: 01395 517507

www.eastdevon.gov.uk

- 1 Minutes for 24 August 2016 (pages 2-3)
- 2 Apologies
- 3 Declarations of interest
- 4 Matters of urgency none identified
- To agree any items to be dealt with after the public (including press) have been excluded. There are no items that officers recommend should be dealt with in this way.

#### Part A Matters for Decision

- 6 Schedule of application for Sub Committee approval where an agreed position has been reached and all parties
  Have agreed a hearing is unnecessary (pages 4-5)
- 7 Determination of an application to licence a Hackney Licensing Officer 6 31 Carriage vehicle which does not comply with the Council's vehicle age policy

Due to the requirements of the Licensing Act 2003 only parties to the hearing are permitted to address the sub-committee (through their representative as appropriate)

Decision making and equalities

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546

#### EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Licensing & Enforcement Sub-Committee held at Knowle, Sidmouth on Wednesday, 24 August 2016

Attendance list at the end of the document

Please note that no recording was made of this meeting due to technical problems.

The meeting started at 11.00 am and ended at 11.05 am

#### \*1 Minutes

The minutes of the meeting of the Licensing and Enforcement Sub-Committee held on 27 July 2016, were confirmed and signed as a true record.

#### \*2 Declarations of interest

No declarations of interest were made.

# \*3 Schedule of application for Sub Committee approval where an agreed position has been reached and all parties have agreed a hearing is unnecessary

The Sub Committee gave consideration to an application for the grant of a premises licence where an agreed position had been reached and all parties had agreed that a hearing was unnecessary. The Chairman and Vice Chairman considered equality impacts when making their decision.

The Licensing Officer explained the background of the application and the negotiations that had been carried out.

#### RESOLVED

that the application be granted as below, subject to the agreed position set out in the schedule and any relevant statutory conditions and the applicants having complied with the relevant statutory requirements.

#### Schedule:

#### Type of application:

Application for the grant of a premises licence

#### Name of premises and address:

Exmouth Country Lodge & Campsite, Maer Lane, Exmouth, Devon, EX8 5DB

#### Agreed position reached by the parties:

Following mediation the applicant and the three local residents have agreed that they consider a hearing to be unnecessary if the following agreed position is approved.

The application be approved as submitted subject to the following amendments and conditions:

1. Reduce the times for any licensable activities that have been requested to end at 1am to end at 12 midnight and closing times from 1.30am to 12.30am.

#### **Attendance list**

#### **Councillors present:**

Steve Hall (Chairman)
Jim Knight (Vice Chairman)

#### Also present:

Councillors
Megan Armstrong
Brian Bailey
John Dyson
Steve Gazzard
Bruce de Sarar

#### Officers present:

Giles Salter, Solicitor Steve Saunders, Licensing Manager Chris Lane, Democratic Services Officer Neil McDonald, Licensing Officer

#### **Apologies**

Councillors: Geoff Jung Cherry Nicholas

Chairman	Date

Report to: **Licensing and Enforcement Sub** 

Committee

**Date of Meeting:** 28 September 2016

**Public Document:** Yes None **Exemption:** Agenda item: Item 6

Schedule of applications for Sub Committee approval where an agreed position Subject:

has been reached and all parties have agreed a hearing is unnecessary.

Purpose of report: The report details these applications.

That the application be granted as applied for subject to the Recommendation:

agreed position set out in the schedule below, any relevant statutory conditions and the applicants having complied with

relevant statutory requirements.

Reason for

recommendation:

To comply with statutory processes.

Neil McDonald <a href="mailto:nmcdonald@eastdevon.gov.uk">nmcdonald@eastdevon.gov.uk</a> 01395 517410 Officer:

**Financial** The only financial implication is if the applicant appeals against the

implications: decision made, with the possibility of court costs.

Legal implications: The council's decision may be appealed to the Magistrates Court.

**Equalities impact:** Low Impact

Low Risk Risk:

Links to background

information:

**Background Papers** 

The relevant licensing applications

Representations received from local residents

Guidance issued under Section 182 of the Licensing Act 2003

The District Council's Statement of Licensing Policy

Link to Council Plan: Not applicable

Report in full

#### 1. **Legislation Background**

Under the Licensing Act 2003 it is unclear whether applications where an agreed position 1.1 has been reached and the parties do not consider a hearing to be necessary, require to be formally determined by a licensing sub committee, as opposed to relying on determination powers delegated to officers. To put the matter beyond doubt, these applications are reported to members for their approval of the agreed position. This process also enables members to be advised of the success of the informal mediation in advance of hearings, which is facilitated by Licensing Officers or sometimes by other Responsible Authorities.

## 2. Schedule of Applications

Type of Application	Name of premises and address	Agreed position reached by the parties
Application for the grant of a premises licence.	The Hideaway, Hills Farm, Whitford Road, Kilmington, Axminster, Devon, EX13 7NS.	Following mediation the applicant and two local residents have agreed that they consider a hearing to be unnecessary if the following agreed position is approved.  The application be approved as submitted subject to the following amendments:
		The outside upper and lower patio areas as shown on the plan submitted to the Licensing Authority will close at 11pm daily.
		Off sales of alcohol from the restaurant will be restricted to residents of the Hills Farm Complex.
		3. Notices will be prominently displayed both inside and outside the premises requesting customers to keep the noise to a minimum and respect the residents and neighbours of the Hills Farm Complex.
		oval of application subject to the amended operating elevant mandatory conditions of the Licensing Act 2003

Neil McDonald Ext.2079

Licensing Sub Committee

Licensing Officer

28 September 2016

Report to: Licensing and Enforcement Sub

Committee

Date of Meeting: 28 September 2016

Public Document:

Yes

**Exemption:** 

None

Review date for

release

None

Agenda item:

7

Subject:

Determination of an application to licence a Hackney Carriage vehicle which does not comply with the Council's vehicle age policy

**Purpose of report:** 

It is the district council's policy that on initial licensing as a hackney carriage, a vehicle shall not be more than four years old from the date of first registration as shown on the registration document, and shall not normally be licensed in the case of ordinary cars beyond eight years old, and purpose built hackney carriages (as so described in the registration document of the vehicle) beyond ten years of age. Vehicles continuing to be licensed beyond this age shall be subject to a satisfactory test certificate being obtained every six months.

Recommendation:

That the Sub Committee considers the application to licence a Silver Volkswagen Caddy registration number NK10 CYV as a hackney carriage vehicle and determine whether to refuse the application or make an exception to the District Council's vehicle age policy and agree to licence the vehicle. Being six years and five months old the vehicle falls outside of the criteria in the policy as agreed by Council as it is over four years old from date of first registration.

Reason for recommendation:

To ensure that vehicles licensed with this authority meet a high standard of passenger safety and comfort and are fit to carry out the work that is required as a hackney carriage vehicle.

Officer: Emily Westlake, Licensing Officer, Ext. 2610

Direct Dial: 01395 517410, Email: ewestlake@eastdevon.gov.uk

**Financial implications:** There are no financial implications in this report. If the applicant appeals

against the decision made there may be a possibility of court costs.

**Legal implications:** The legal implications are contained within the report.

**Equalities impact:** Low Impact

Risk: Low Risk

# Links to background information:

- Appendix A Hackney carriage application to licence vehicle NK10 CYV
- Appendix B MOT Test Certificate for Volkswagen Caddy NK10 CYV expiring on 14 July 2017
- Appendix C Trident Underwriting Ltd insurance certificate number CICC01207C for vehicle registration NK10 CYV expiring on 17 July 2017
- Appendix D UK Registration certificate for vehicle registration NK10 CYV showing date of first registration as 12 April 2010
- Appendix E Hackney Carriage Vehicle Licence from Rochford District Council showing expiry date as 30 July 2017
- Appendix F- Used vehicle sales invoice showing the date of purchase as 14 July 2015
- Appendix G Service history details for vehicle registration no NK10 CYV
- Appendix H Automobile Group low volume type certificate for vehicle identification no WV2ZZZZKAX097106 and accompanying receipt
- Appendix I GOV.UK vehicle enquiry confirming that vehicle registration no KN10 CYV is taxed

**Background Papers** 

Minutes of Tourism and Transportation Committee, March 1994

Link to Council Plan:

Living in, working in and enjoying this outstanding place

#### **Main Body of the Report**

1.1 The licensing of hackney carriages and private hire vehicles is the responsibility of the council and is governed mainly by legislation under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976.

#### 1.2 Section 47 Local Government (Miscellaneous Provisions) Act 1976 states that:

- (a) A district council may attach to the grant of a licence of a hackney carriage under the Act of 1847 such conditions as the district council may consider reasonably necessary, and
- (b) Without prejudice to the generality of the foregoing subsection a district council may require any hackney carriage licensed by them under the Act of 1847 to be of such design or appearance or bear any distinguishing marks as shall clearly identify it as a hackney carriage.
- In March 1994 the Council's Tourism and Transportation Committee agreed to consolidate the terms and conditions of hackney carriage and private hire licensing requirements into a policy booklet which should be made available to existing and potential hackney carriage drivers and owners. The policy states that on initial licensing as a hackney vehicle a vehicle shall not be more than **four years** old from the date of first registration as shown in the registration document.
- 1.5 In support of this application the following documentation has been produced:
  - **Appendix A** Hackney carriage application to licence vehicle NK10 CYV
  - **Appendix B** MOT Test Certificate for Volkswagen Caddy NK10 CYV expiring on 14 July 2017
  - Appendix C Trident Underwriting Ltd Insurance certificate number CICC01207C for NK10 CYV expiring on 17 July 2017

- **Appendix D** Registration certificate for NK10 CYV showing date of first registration as 12 April 2010
- Appendix E Hackney Carriage Vehicle Licence from Rochford District Council expires 30 July 2017
- **Appendix F** Used vehicle sales invoice showing the date of purchase as 14 July 2015
- **Appendix G** Service history details for vehicle registration no NK10 CYV
- **Appendix H** Automobile Group low volume type certificate for vehicle identification no WV2ZZZ2KAX097106 and accompanying receipt
- Appendix I GOV.UK vehicle enquiry confirming the vehicle registration no KN10 CYV is taxed
- 1.7 The vehicle is described in the registration document produced at **Appendix D** as a silver Volkswagen Caddy Maxi Life TDI 104 registration number NK10 CYV. The body type is described as an MPV with an engine cylinder capacity of 1896cc. The vehicle identification no is shown as WV2ZZZZKZAX097106 and the date of first registration is shown in the registration document as the **12 April 2010**. The vehicle is now **6 years and 5 months old**.
- 1.8 A check has been carried out on the DVLA website which shows that the vehicle is taxed with the tax next due on the 1 January 2017.
- 1.9 Mr Matthew Hollis is a licensed hackney carriage driver with this authority and his driver's licence was granted on the 7 September 2016 for three years, expiring on the 6 September 2019. Mr Hollis has recently moved to East Devon having previously lived in Southend-on-Sea where he was licensed as a hackney carriage driver with Rochford District Council.
- 1.10 The vehicle subject of this application has until recently been licensed as a hackney carriage vehicle with Rochford District Council and the hackney carriage vehicle licence from that authority is attached at **Appendix E.** The expiry date of that licence is shown as the 30 July 2017 although Mr Hollis has informed the Licensing Officer that he has handed his vehicle plate in to Rochford District Council. Mr Hollis has informed the Licensing Officer that this vehicle was first licensed as a hackney carriage with Rochford District Council on 30 July 2015.

An enquiry has been made with the licensing team at Rochford District Council who have confirmed this information is correct and have also advised that their authority had not received any complaints or adverse reports during that time regarding Mr Hollis or his vehicle.

- 1.11 The vehicle has been shown to East Devon Licensing Officers prior to the application being received and upon examination the vehicle appeared to be in good but not exceptional condition, being typical of its age.
- 1.12 At the time of inspection by the Licensing Officers on the 7 September 2016 the vehicle's recorded mileage was 58456.
- 1.13 The vehicle is a wheelchair accessible vehicle (WAV) with a wheelchair ramp to the rear of the vehicle.
- 1.14 The vehicle's configuration is: driver's seat and one passenger seat in the front. In the rear compartment there are three forward facing seats and behind these seats there is a space for one wheelchair. The vehicle has a wheelchair ramp and wheelchair straps.

If members see fit to licence the vehicle Mr Hollis asks that the vehicle is licensed for 4 passengers plus one wheelchair.

- 1.15 Mr Hollis has informed the Licensing Officer that he originally purchased the WAV subject of this application because at the time of applying for a hackney carriage vehicle licence with Rochford District Council that authority would only accept new hackney carriage vehicle applications for wheelchair accessible vehicles. The Licensing Officer confirms that Rochford District Council's policy states that "since October 2005 new hackney carriage vehicle licences are granted to wheelchair accessible vehicles only".
- 1.16 Mr Hollis has informed the Licensing Officer that the vehicle was converted to a wheelchair accessible vehicle at the time of first registration. Mr Hollis has produced an Automotive Group low volume type certificate which is dated 6 April 2010 and is produced at **Appendix H** in support of this.
- 1.17 In support of his application Mr Hollis has provided an MOT certificate attached at **Appendix B** which does not show any advisory information. He has also provided service history details for vehicle registration NK10 CYV which are attached at **Appendix G**.
- 1.18 Mr Hollis has been asked to provide as much documentation as he can and he has also been advised that it might beneficial for the application if he provided an AA 'Comprehensive' test report or a RAC 'Essential Plus' report to indicate the condition of the vehicle. The applicant has been advised that if he does intend to provide one of these reports then it would be useful if it was supplied to the council's licensing office in sufficient time before the hearing to enable officers to seek any necessary technical information before making recommendations to members at the hearing. Mr Hollis has confirmed that he has booked an AA inspection for Wednesday 21 September 2016 and will produce the report as soon as it is available.
- 1.19 Mr Hollis has also confirmed that he is arranging for a vehicle inspection report to be carried out and again it has been requested that this report is supplied to the council's licensing office prior to the hearing.
- 1.20 If Mr Hollis is successful with the application today he has confirmed that he will have the roof sign fitted. The vehicle already has a meter fitted and Mr Hollis has confirmed that if his application is successful he will have this calibrated for East Devon tariffs.
- 1.21 The vehicle will be produced by the applicant at the Council Offices on the day of the hearing to enable Members the opportunity to inspect it.
- 1.22 If Mr Hollis receives any more information/reports about the vehicle he will forward it to the Licensing Office or produce it on the day of the committee.
- 1.23 Should this application be refused the applicant has the right to appeal the decision to a Crown Court within 21 days.

#### 2 Background Information

2.1 As explained at paragraph 1.4, in March 1994 the Council's Tourism and Transportation Committee agreed a policy that on initial licensing as a hackney carriage vehicle a vehicle shall not be more than **four years** old from the date of first registration as shown in the registration document. This is a policy agreed by members following, as in all cases of policy, consultation with the trade. Policy is more than advice and should not be disregarded unless exceptional circumstances apply. In this case this does not just

merely mean that the vehicle should be in exceptional condition. Members may need additional exceptional circumstances. It is for the applicant to provide this information. If members are unable to find grounds to make an exception the application should be refused.

- 2.2 When departing from policy Members should state clearly in their decision the grounds for making the exception.
- 2.3 There are only nine WAVs licensed in the East Devon District. Eight of these are licensed as hackney carriage vehicles and one as a private hire vehicle. Four of these operate in Sidmouth, two in Exmouth, one in Honiton, one at Exeter Airport and one independently. Over the last few years in order to increase numbers and spread of vehicles capable of carrying passengers in wheelchairs this Council has been actively encouraging applications from owners to licence WAVs. This type of vehicle is generally more expensive to purchase and operate hence the reluctance by operators to run them. Because these vehicles are more expensive to purchase than the equivalent unmodified vehicle, operators wishing to run WAVs often have to seek out older vehicles which are within their price capability.

#### 3 Conclusion

- In recent years the Council has encouraged the licensing of wheelchair accessible vehicles and some special exceptions have been made previously to licence them. There is a shortage of this type of vehicle in the East Devon.
- 3.2 Of the nine WAVs currently licensed by East Devon District Council, one of these is of a similar age to the vehicle subject of this application and two are older having been first registered in 2007 and 2008. The other six were registered between 2011 and 2013.
- This vehicle was registered on **12 April 2010** making it 6 years and 5 months old. It has a recorded mileage on 7 September 2016 of 58456 miles although the mileage will be higher by the 28 September 2016 when you hear this application.
- 3.3 It is the Licensing Manager's recommendation that only if members are satisfied that there are exceptional reasons for doing so should this application be granted. Issues that members should consider include the condition of the vehicle when presented and that it is a WAV previously licensed as a hackney vehicle by another authority. Members will have the opportunity to hear from the applicant and inspect the vehicle.
- 3.4 Should members be minded to grant this application it is requested that the decision should include a requirement for the applicant to provide, before the vehicle is licensed, a current vehicle inspection report if this has not already been provided at the time of the hearing.
- 3.5 If this application is refused the applicant has the right of appeal the decision to a Crown Court within 21 days.

East Devon District Council Knowle, Sidmouth, Devon, EX10 8HL

Tel: 01395 517411 Fax: 01395 517507 www.eastdevon.gov.uk DX 48705 Sidmouth



# Application for Hackney Carriage Vehicle Licence

Part Contraction		me and Address					
	Code:	HOLLIS	- 107	Telephone	e No:		
A	rpany/Opera	tor's Name and	Address	Telephone	e No:		No are a second
Vehi	icle - Please	complete one for	m per vehicle	LINEAU PARTIE		2.650	
	ake/Model Colour	Registration No.	Passenge Gapa	city	c.c. Petrol/ Diesel	Date of First Registration	Hackney Vehicle Licence No.
CASIL	ES WAGEN DDY VEN	NK10 CYV	WHEELCHAI	RACCESS	D.Kskl	12/4/10	
TI	A hackney car rom or within oox below.	rriage licensed wit the area that it is	h this authority licensed. Whe	must opera	te in East De hicle be use	evon and principed? Please ans	ally work wer in the
	YES						
2. P	Please enter ti	he address where	this vehicle wi	ll be kept wh	en not in se	rvice.	
	1, 100,000					- 100 A	
3. H of	las the vehicl	e to your knowled be or an insurance	dge been decl	ared a 'write forms to tha	off' or 'pot	ential write to DVLC?	YESAÑÔT



Are the details as shown on the vehicle registration document correct and to your

Declaration of applicant - I declare that the information provided in this form is true, complete and correct and that I have no objection to the same being verified, and I understand that I may be liable to legal proceedings being taken against me or the revocation of any Hackney Carriage or Private Hire Vehicle Licence which may be issued to me (or both) if my disclosures are found to be inaccurate or untrue. I enclose the insurance certificate, MOT certificate (where appropriate), Vehicle Test Form and Registration Document of the vehicle.

Signed:	Date		
		8/8/16	
PICE WHILE		7 9 7 8	

Please note – if any of the information provided in this form changes during the licence term, you MUST notify the licensing service as soon as possible, either by emailing licensing@eastdevon.gov.uk or writing to the Licensing Service, East Devon District Council, Knowle, SIDMOUTH, EX10 8HL.

The District Council is required under Section 6 of the Audit Commission Act 1998 to participate in the National Fraud initiative (NFI) data matching exercise. This means that taxi and private hire licence data will be provided to the Audit Commission for NFI purposes and will be used for cross-system and cross authority comparison purposes for the prevention and detection of fraud. For more information on our fair processing of your information please refer to this link on our website: http://eastdevon.gov.uk/help/fair-processing-statement/.

The information you provide will be secured and processed in accordance with the Council's notification under the Data Protection Act 1998

OFFICIAL USE ONLY											
Log Book	Insurance	MOT/Council Test	Receipt No./Fee	Date							
SEEN YES/NO	COMPANY No. Issued Expired	No. Issued Expired Garage	Fee £262								

S:\Legal Member Services\Licensing\Hackney & Private Hire\Applications & Medicals\Application&Inspection Forms\2015\App HC Veh Lic. 15.Doc



### **MOT Test Certificate**

Agency						
MOT Test Number	Vehicle Registration	Mark	Vehicle Identification Number			
618361424746	NK10CYV		WV2ZZZ2KZAX097106			
Make	Model		Colour			
VOLKSWAGEN	CADDY MAXI LIF	E TDI 104	Silver			
Issuer's Name	Test Class		Country of Registration			
J. P. DARCH	4		Great Britain			
Expiry Date	Issued		Test Station			
14 July 2017 (SEVENTEEN)	13 Jul 2016		68778			
Odometer Reading and History		Inspection Authority				
13 7 2016: 54806 mi 15 7 2015: 23043 mi 18 3 2014: 18883 mi 3 4 2013: 16078 mi		D & G MOTORS 11 CRAFTSMAN SQU TEMPLE FARM INDU SUTTON ROAD SOUTHEND ON SEA SS2 5RE				
Additional Information		Signature of Issuer				
To preserve the anniversary of the the earliest you can present your test is 15 June 2017.	vehicle for	3				
Advisory Information						
			•			
			i			

#### About this document

- 1 This document is a receipt style certificate telling you that an MOT Test pass result has been recorded in the Driver & Vehicle Standards Agency's (DVSA's) database of MOT Test results; this can be verified at www.gov.uk/check-mot-status.
- 2 A test certificate relates only to the condition of the components examined at the time of test. It does not confirm the vehicle will remain roadworthy throughout the validity period of the certificate.
- 3 Check carefully that the detalls are correct.
- 4 Whilst advisory items listed above do not constitute MOT failure items, they are drawn to your attention for advice.
- 5 For further information about this document, please visit www.gov.uk/getting-an-mot or contact DVSA on 0300 123 9000\*.

"Your call may be monitored or recorded for lawful purposes.





## **Certificate of Motor Insurance**

Certificate Number

CICC01207C

1. Name of Policyholder

Mr Matthew Hollis

2. Registration Number

NK10CYV

3. Effective time and date of the commencement of insurance for the purposes of the relevant law

00:01

18 JUL 2016

4. Time and date of expiry of insurance Midnight

17 JUL 2017

5. Persons or classes of persons entitled to drive (provided that the person driving holds a licence to drive such a vehicle or has held and is not disqualified from holding or obtaining such a licence)

Mr Matthew Hollis

6. Limitations as to use: Public and Private Hire

Use for social domestic and pleasure purposes, including travel between the drivers home and permanent place of work.

Use by authorised person(s) named above for the carriage of passengers or goods for hire and reward, providing such use complies with the laws and regulations of the appropriate Licensing Authority.

7. Exclusions

The policy does not cover use for racing, speed testing competition, pacemaking, rallies or reliability trials, letting on hire, commercial traveling or for any purpose in connection with the motor trade.

I hereby certify that the policy to which this Certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Guernsey, the Island of Jersey and the Island of Alderney.

S. W. Buster.

#### Trident Underwriting Ltd

Markerstudy Insurance Company Limited is regulated by the Gibraltar Financial Services Commission and subject to a limited regulation by the Financial Services Authority in respect of underwriting insurance business in the UK (FSA Number 206322).

Warning: Any person who makes any false statements or withholds any material information for the purpose of obtaining the issue of a Certificate of Motor Insurance or a Certificate of Security under the Road Traffic Acts is liable to a fine or term of imprisonment or both such fine and imprisonment.

Important Notice - Transfer of Interest: In the event of the vehicle changing hands by sale or otherwise, the insurance ceases and the Certificate of Motor Insurance is not transferable to the new owner and must be surrendered.

Note: For full details of the insurance cover, reference should be made to the policy.

Advice to Third Parties: Nothing contained in this Certificate affects your right as a Third Party to make a claim.

Driving other Cars Benefit (Exclusion of Cover): This cover is NOT given and we shall not be liable for any incident or claim involving any vehicle other than the Insured vehicle described above.

Cancellation: You may also cancel the policy at any point by returning your Certificate of Motor Insurance to your insurance adviser. The cancellation will only be operative from the date we receive your Certificate.

IMPORTANT: PLEASE READ AND COMPLY WITH THE INSTRUCTIONS OVERLEAF

Trident Underwriting Ltd is authorised and regulated by the Financial Conduct Authority.

Register in England Company No 5655578.

Markerstudy Insurance Company Limited is regulated by the Gibraltar Financial Services Commission and subject to a limited regulation by the Financial Conduct Authority in respect of underwriting insurance business in the UK (No 206322).

This Certificate of Motor Insurance takes the place of an International Motor Insurance Card (Green Card) and is evidence that the insurance extends to include the compulsory motor insurance requirements of:

- a. any member country of the European Union
- b. Iceland, Norway, Croatia, Switzerland & Liechtenstein

Cette attestation d'assurance automobile remplace la carte d'assurance automobile internationale ('carte verte') et est la preuve que l'assurance couvre egalement les exigences d'assurance automobile obligatoires

- a. de n'importe quel pays membre de L'union Europeene
- b. de la Republique Liechtenstein, Croatie, de L'islande, de la Norvege et de la Suisse

Die Inhen ausgehandigte Kft-Versicherungsbestatigung tritt an die Stelle des internationalen Versicherungsscheins (der Grunen Karte) und bildet den Nachweis dafur, daB sich der Versicherungsschetz ebenfalls auf die gesetzlich vorgeschriebenen Versicherungserfordernisse der folgenden Lander erstreckt

- a. samtliche Mitgliedstaaten der Europaischen Gemeinschaft
- b. Die Leichtenstein Republik, Island, Kroatien, Norwegen und Schweiz

El Certificado de Seguro de Automotores que le fue presentado reemplaza a la Tarjeta internacional de Seguro de Automotores (la 'Tarjeta Verde') y demuestra que el seguro se extiende para incluir los requisitos obligatorios de seguro de automotores de

- a. cualquier pais miembro de la Comunidad Economica Europea
- b. Republica Liechtenstein, Islandia, Noruega, Croacia y Suiza

'Si su vehicular es embargada tras un accidente debe presentarse el siguiente texto a las autoridades

#### If the insured vehicle has been involved in an incident

You should report immediately any incident or loss under the policy by using our Claims Help Line as specified in your policy and Keyfacts documents. The Trident Accident Service will arrange for repairs covered by the policy to be undertaken through our approved repairer network.

#### Changes to information given to us

You must tell us about any changes which affect this insurance. You must do this when the change is known about or occurs and also when you renew or make any alteration to the policy. For example, full details must be provided to us if the following types of change occur: change of vehicle, change in your vehicle use, change of occupation of any driver covered under the policy (including any part time), change of address, change of drivers or change of main driver, you or any authorised driver no longer hold a Taxi / Private Hire Driver's Badge.

The above is not a complete list. If you are not sure about what we need to know about please ask your Insurance Adviser. If you do not tell us about all relevant information your policy might be void or not operate fully.



NK10 CYV



V5C CE 0193718

1/16

# THIS DOCUMENT IS NOT PROOF OF OWNERSHIP.

It shows who is responsible for registering and taxing the vehicle.



Driver & Vehicle Licensing Agency

# UNITED KINGDOM REGISTRATION CERTIFICATE

#### **European Community**

свидетелство за регистрации. Permiso de circulación Osvédčení o registraci Registreringsattest Zulassungsbescheinigung Registreerimistunnistus ίδετα κυκλοφορίας / Ητστουυτικό Εγγραφής Certificat d'immatriculation Teastas Claraithe Carta di circolazione Registracijas aplicciba Registracijos liudijimas Forgalmi engedėly Čertifikat ta' Reģistrazzjoni Kentekenbewijo Dowód Rejestracyjny Certificado de matricula

Certificat de inmatriculare Osvedcenie o evidencii Prometno doveljenje Rekisterointitodistus Registreringsbeviset Prometna dozvola

#### 1. Registered keeper

546\_1314770210\_002171\_1010\_40400 MATTHEW JOHN HOLLIS



You <u>must</u> make sure that the name and address printed here is correct. If it is not, see section 12. Document reference number

6235 846 6542

Thinking of buying this vehicle?

Buyer beware...

Do you know how to avoid being tricked into busing a stolen various?

For tips and advice go to www.gov.uk/checks-when-buying-a-psed-car

The previous registered keeper

[Z.1]

Z.2] AGQUIRED VEHICLE ON 12 04 2010

[Z] NO OF FORMER KEEPERS 1

- Special notes (these notes cannot be removed)
  - 1. PEGLATED NEW ATTRESTRES STRATON.

V5C3-0116	,			(Flandardform)	0000
981		NK10 CYV	+	Declaration Please and the notes over Registered keeper: I declare that I sold or transferred this trader, insurer or dismantler named in the date shown.	s vehicle to the motor
	Date of sale or trans	isfer Present mi	ileage	Signature:	Data.
01		* Voil are p	· · · · · · · · · · · · · · · · · · ·	Motor trader, insurer or dismantler: I declare that this vehicle was sold or the date shown in this section.	
Name and address	s of motor trader	provide mile	ot required by law to eage information	Signature:	Date:
Business name:				The Law: If the vehicle is sold or transferr	rred both the registere
Address:				keeper and the motor trader, insurer or dis section. The registered keeper must then	smantler must sign tri return it to DVLA.
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	e a Registration Certificate.			only be changed when taxing. Please apply at your nearest Po	fost Office*.
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Ref. No. Despatch Codes		out the V5C and	• send y	Date:	resto confirm

What you, the registered keeper must do.

- fill in section 6 (give the name and UK address of the new keeper)
- fill in section 10 (V5C/2) and give it to the new keeper
- notify DVLA of the sale/transfer online at www.gov.uk/sold-booght-vehicle or
- send the V5C to DVLA, Swansea, SA99 1BA

if you want to keep the registration number, you must do this before you self-transfer it. You can do this online at www.gov.uk/keep-registration-number

What the new keeper/person buying the vehicle must do:

- keep section 10 (V5G/2) until they get their new V5C
- tax the vehicle immediately using section 10 (V5C/2).

#### What we will do:

update our records with the new registered keeper details

If you do not get an acknowledgment letter or refund from us within the above time scales you should contact us at www.cgov.uk/contact-the-dvla/as-you could be liable for the vehicle and may get a penalty and/or be prosecuted.

#### Your name and/or address details.

 If the details in section 5 are wrong or you want to change your name or address, fill in section 6 and send the whole certificate to EVLA, Swansea, SA99 1BA. Do not ficilithe new liceper box.
 You should also make sure you tell us about these changes on your driving licence by sending into DVLA, Swansea, SA99 1BN.

There is more information at www.gov.uk/webicle-registration

Your information may be disclosed in a number of lawful circumstances. For information on the Data Protection Act — Release of information go to www.cgov.uk/data-protection

You, the registered keeper must:

- notify DVLA of the sale/transfer online at www.gov.uk/sold-bought-vehicle or
- complete the front of this section giving the date of sale/transfer and name and address of the motor trader and send it to DVLA, Swansea, SA99 1BD
- give the motor trader the rest of the V5C

If you want to keep the registration number, you must do this before you sell/transfer it. You can do this online at www.gov. uk/keep-registration-number

Vehicle tax or SORN can't be passed on when a vehicle changes hands.

What we will do:

- · update our records and remove your details as registered keeper
- send you an acknowledgement letter within 4 weeks to confirm you are no longer liable for the vehicle, and issue an

automatic refund of vehicle tax (if applicable) within 4-6 weeks. If you paid vehicle tax by Direct Debit, this will be cancelled.

If you do not get an acknowledgement letter or refund from us, contact us at www.gov.uk/contact-the-dvla as you could be liable for the vehicle and you may get a penalty and/or be prosecuted.

There is more information at www.gov.uk/vehicle-registration

A motor trader means a:

- · motor dealer
- · motor vehicle auctioneer
- motor vehicle insurer with whom you've settled a claim
- · motor vehicle dismantler (salvage dealer), or
- · finance company with a financial interest.

#### 10. New keeper's details

V5C/2

Vehicle tax or SORN can't be passed on when a vehicle changes hands.

What you, the new keeper must do:

- · make sure section 6 has been filled in correctly
- tax the vehicle immediately at www.gov.uk/vehicle-tax or at a Post Office<sup>2</sup> branch that deals with vehicle tax using this section (V5C/2), or
- make a SORN online at www.gov.uk/SORN when you receive a V5C in your name or fill in a V890 and send it to DVLA, Swansea, SA99 1AR with your completed V5C/2.

The registered keeper must tell DVLA of the sale/transfer either online at www.gov.uk/sold-bought-vehicle or by sending the rest of the V5C to DVLA, Swansea, SA99 1BA.

You should receive your new V5C within 4 weeks of the registered keeper telling us. If you do not receive your V5C, you can fill in an 'Application for a Vehicle Registration Certificate (V62)' and send it with this section (V5C/2) to DVLA, Swansea, SA99 1DD. We will issue a V5C in your name free of charge. Fallure to tell DVLA may result in a penalty and/or prosecution.

Buyer beware...

For more information on checking your Registration Certificate and buying a vehicle go to www.gov.uk/checks-when-buying-a-used-car

# 11. Notification of permanent export

V5C/4

Only use this section if you are personally exporting this vehicle permanently (for more than 12 months).

If you are exporting the vehicle you must:

- give the date the vehicle is being exported
- sign and date the Declaration in section 11
- send this section to us at DVLA, Swansea, SA99 1BD.
   On receipt we will issue an automatic refund of vehicle tax (if applicable). If you want the refund to be sent to a different address, you must return this section with a signed covering letter
- if you paid the vehicle tax by Direct Debit, the Direct Debit will be cancelled

 keep sections 1 to 8 of this certificate (the registration authorities of the country the vehicle is being exported to will need them).

If you are taking your vehicle out of the country for less than 12 months, for more information go to www.gov.uk/taking-vehicles-out-of-uk

## 12. What you need to know about the V5C and your responsibilities

The registered keeper (not necessarily the owner) is responsible for making sure the vehicle is registered, taxed and insured.

You will be fined if our records show that the vehicle is not taxed, insured or no SORN has been made.

- you can use the VSC to tax your vehicle if you do not have the renewal reminder (V1:1/or/V85/f) poline at www.gov.uk/vehicle-tax or at a Post Office\* that deals with vehicle tax
- if you decide not to tax or insure your vehicle you must keep the vehicle off the road and make a SORN
- for information on Stay Insured go to www.gov.uk/vehicle-insurance

If you sell/transfer the vehicle you must notify DVLA online at Want gov.uk/sold-bought-vehicle or fill in either section 6 or 9 of this VSC and send to DVLA.

If you permanently export the vehicle fill in section 11 and send to DVLA.

Failure to tell DVLA of any changes may result in a fine or prosecution.

#### If you scrap your vehicle

You should take the vehicle to an Authorised Treatment Facility (ATF) and they should issue a Certificate of Destruction (CoD). If you do not receive a CoD immediately please fill in section 9 of the VSC and send to DVLA, on receipt we will issue an automatic refund of vehicle tax (if applicable).

If you have broken up the vehicle yourself, you must either tax it or tell us you are keeping it off the road by making a SORN, until you take it to an ATF or tell us you no longer have it.

More information is available on our website: www.gov.uk/scrapped-and-written-off-vehicles







# Hackney Carriage Vehicle Licence

Licence No: HC524

The	Council	of the	<b>District</b>	of	Rochford	hereby	licence:
-----	---------	--------	-----------------	----	----------	--------	----------

Name:

MATTHEW HOLLIS

Address:



Vehicle Details:

NK10 CYV

VW CADDY SILVER

Licence to Carry:

5

Expiry Date:

30/07/2017

The Council by virtue of the provisions on behalf of the Town Police Clauses Act, 1847 and the Local Government (Miscellaneous Provisions) Act 1976, hereby licence the vehicle detailed in the Schedule hereto of which the person whose name and address appears in the Schedule is the proprietor to ply hire within the area of the District of Rochford during the period specified in the Schedule unless this Licence shall be previously suspended or revoked, subject to the provisions of the said Acts and to the byelaws of the Council relating to Hackney Carriages from the time being in force.

Date: 19716 Authorised Officer:

THE HOLDER OF THIS LICENCE is required to advise the Licensing Department if:

- 1. They change their address and/or phone number.
- 2. Are cautioned, convicted of a criminal or motoring offence (including fixed penalties).
- 3. The vehicle is damaged/involved in a Road Traffic Accident.
- 4. The vehicle is transferred to another proprietor.

Issued by the Licensing Department Civic Suite, 2 Hockley Road, Rayleigh, Essex Phone: 01268 798607



www.singlewellcarsales.co.uk

Singlewell Car Sales Limited

Hever Court Road, Singlewell, Gravesend, Kent DA12 5UQ ₹: 01474 328333 F: 01474 328555

E: sales@singlewellcarsales.co.uk

VAT Number: 754 4506 27

Company Registration Number: 9624476

# Appendix F **VEHICLE SALES INVOICE**

Bank Payment Details: SINGLEWELL CAR SALES LIMITED Account No: 56386668

Sort Code: 30-93-60
PLEASE USE VEHICLE REGISTRATION FOR REFERENCE

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# 4/13/2015

# Service History details for NK10 CYV

#### Print Date 13/04/2015

Make: Automotive Group

Colour: Silver

Registration: NK10

CYV

Model: Volkswagen Caddy Life 1.9TD 5dr

Agreement Start Date:

VIN No.:

Motability Manual

19/04/2010

WV2ZZZ2KZAX097106

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26/06/2012	14385	Northgate Volkswagen	Manufacturer Variable Service Based	Routine	Routine	Oil Filter
			Manufacturer Variable Service Based	Routine	Routine	Sump Plug
			Manufacturer Variable Service Based	Routine	Routine	Longlife III
			Pollen filter	Remove & Refit (Replace)	Routine	Pollen Filter
			Windscreen wiper - blade/s	Remove & Refit (Replace)	Worn	Wiper Blades
03/04/2013	16075	Northgate Volkswagen	MOT test	Routine	Routine	
		Ţ.	Hydraulic fluid (Brake)	Remove & Refit (Replace)	Routine	Brake/Clutch Fluid
			MFL VCD Inspection (Vehicle Condition Document)	Routine	Routine	
19/03/2014	18881	Volkswagen Van Centre (Bury St Edmu	MOT test	Routine	Routine	
			MFL VCD Inspection (Vehicle Condition Document)	Routine	Routine	
		Volkswagen	22			

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		Interim Service	Routine	Routine	CLEANER *M CCC
		Interim Service	Routine	Routine	Long Life Oil
		Interim Service	Routine	Routine	FLTRELEM *M RCP
		Interim Service	Routine	Routine	SUMPPLUG)) *M NNA
	*	Camshaft drive belt(s)/chain(s)	Remove & Refit (Replace)	Routine	REPAIR KIT *M MFS
	•	Brakes - front	Check & Adjust	Worn	BRAKE PADS
		Brakes - front	Check & Adjust	Worn	BRAKE DICS

16(7/15

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Mot P.D.1 Service Oil Change Fuci filher Air filher

Singlewell Service Centre Ltd

Hever Court Road Gravesend Kent DA12 5UQ

www.singlewellservicecentre.co.uk Wshop: 01474 359359 Fax: 01474 353730

Sales: 01474 328333 VAT No. 142 8308 23

### D & G MOTORS

VAT Reg. No. 328-4698-21

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M MATTHEW HOLLIS

# D & G MOTORS

11 Craftsman Square, Temple Sutton Road, Southend Telephones: Southend-on-S M.O.T. TEST	Farm Indu: -on-Sea, E Sea (Day) 611	sse	κ.	ite,				*****					
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MOTORS VAT Reg. No. 328-4698-21 11 Craftsman Square, Temple Farm Industrial Estate, Sutton Road, Southend-on-Sea, Essex. Telephones: Southend-on-Sea (Day) 611015 M.O.T. TESTING Date / Date Req. No Make & Type required Time a.m./p.m. Mileage 3 Order No

INSTRUCTIONS FOR REPAIRS

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Labour total

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# AUTOMOTIVE GROUP TECHNOLOGY AND COMFORT

(Date) 6th April 2010

Sub Mac Number

LC439/10/1035

APPLICATION AND RECORD OF MINISTER'S APPROVAL CERTIFICATES FOR MOTOR VEHICLES OF A FAMILY TYPES COVERED BY PREVIOUS CERTIFICATES

Manufacturer

**AUTOMOTIVE GROUP** 

Low Volume Approval Number

LC/439/A/142V

Vehicle Identification Number

WV2ZZZ2KAX097106

Low Volume Variant Code

.

#### For Official Use Only

The Secretary of State for Transport being satisfied that the vehicles having the Vehicle Identification Number(s) listed above conform with the vehicles to which the Minister's approval certificates identified by the variant codes relate, hereby certifies in pursuance of section 58(4) of the Road Traffic Act 1988 that the vehicle(s) mentioned above comply with the type of approval requirements which are referred to in that Ministers approval certificate.

**VCA** 

Reference Number

Segedunum Domus, Fisher Street, Newcastle upon Tyne NE6 4LT
TELEPHONE: 0191 262 8090 FAX: 0191 262 8345 EMAIL; customerservice@automotivegroup.co.uk











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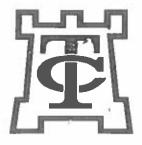
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VCA

Reference Number



# **AUTOMOTIVE GROUP** TECHNOLOGY AND COMFORT

FISHER STREET, NEWCASTLE UPON TYNE NE6 4LT TELEPHONE: (0191) 262 8090 FAX: (0191) 262 8345 EMAIL: accounts@automotivegroup.co.uk



# Invoice

Administration fees

Invoice No.	0000014096
Invoice/Tax Date	15/07/2015
Order No.	LVTA - NK10 CYV
Account No.	ADMIN

Item Code	Description	Quantity	Unit Price	Net Amount	VAT Amount
	Low Volume Type Approval Certificate NK10 CYV	1	291.67	291.67	58.33

THIS HAD TO BE PURCHASKO AS THE COUNCIL WOULD NOT ISSUR LICENCE WITHOUT IT

Mr Matthew Hollis 186 Hamstel Road SOUTHEND-ON-SEA

SS2 4PH

Net Amount	291.67
VAT Amount	58.33
Invoice Total	350.00

#### **GOV.UK**

# Vehicle enquiry

BETA This is a new service – your <u>feedback (https://wh.snapsurveys.com/s.asp?k=147023064054)</u> will help us to improve it.

Registration number: NK10 CYV

#### ✓ Taxed

Tax due: 01 January 2017

#### ✓ MOT

Expires: 14 July 2017

If you have just purchased this vehicle, you must tax it even if it shows as taxed above. Vehicle tax cannot be transferred from keeper to keeper.

If you have taxed, made a SORN or had an MOT it can take up to 5 days for these details to be shown above.

You can check with your bank/building society to confirm your payment was successful.

#### Vehicle details

- Vehicle make VOLKSWAGEN
- Date of first registration 12 April 2010
- Year of manufacture 2010
- Cylinder capacity (cc) 1896cc
- CO₂ Emissions 164 g/km
- Fuel type DIESEL
- Export marker No
- · Vehicle status Tax not due
- · Vehicle colour SILVER
- Vehicle type approval M1
- Wheelplan 2 AXLE RIGID BODY
- · Revenue weight Not available

#### Calculating the cost of vehicle tax

You can use the information above to work out the cost of taxing this vehicle using the <u>vehicle-tax-rate-tables</u> or <u>rates-of-vehicle-tax-v149</u> (https://www.gov.uk/government/publications/rates-of-vehicle-tax-v149) or enter the V5C reference number on the

previous page.

Incorrect details?

For further information on the MOT details displayed on your search result please contact:

DVSA for vehicles registered to a GB address or visit the <u>vehicle MOT page</u> (https://www.gov.uk/browse/driving/mot-insurance)

Or

DVAT for vehicles registered to a Northern Ireland address or visit NI Direct (http://www.nidirect.gov.uk/index/information-and-services/motoring/mot-and-vehicle-testing.htm)

If you think that the details on the vehicle record are incorrect please write to:

CCG

**DVLA** 

Swansea

SA99 1BA

Please include the incorrect V5C registration certificate for amendment.

Search again (javascript: \_\_doPostBack('ctl00\$MainContent\$butSearchAgain',"))