

Agenda

Meeting: **LICENSING COMMITTEE**
Date: **MONDAY 7 MARCH 2016**
Time: **10.00AM**
Venue: **COMMITTEE ROOM**
To: **Councillors C Pearson (Chair), K Ellis (Vice Chair), Mrs J Chilvers, Mrs S Duckett, M Hobson, M Jordan, B Marshall, R Sweeting, J Thurlow and Mrs D White**

1. Apologies for absence

2. Minutes

To confirm as a correct record the minutes of the Licensing Committee held on 1 February 2016 (pages 1 to 4 attached).

3. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

4. Procedure

To outline the procedure to be followed at the meeting (pages 5 to 6 attached).

5. Chair's Address to the Licensing Committee

6. Application for a Discreet Private Hire Vehicle Licence

To receive the report of the Senior Enforcement Officer L/15/25 and to consider the application for a discreet Private Hire Vehicle Licence (pages 7 to 14 attached).

7. Application for a Discreet Private Hire Vehicle Licence

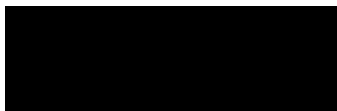
To receive the report of the Senior Enforcement Officer L/15/26 and to consider the application for a discreet Private Hire Vehicle Licence (pages 15 to 22 attached).

8. Private Session

That, in accordance with Section 100(A) (4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following items as there will be disclosure of exempt information as defined in paragraph 3 of Schedule 12(A) of the Act.

9. Application for a Hackney Carriage Vehicle Licence

To receive the report of the Senior Enforcement Officer L/15/27 and to consider whether to grant the application for a Hackney Carriage Vehicle Licence in relation to a non-wheelchair accessible vehicle (pages 23 to 32 attached).



**Gillian Marshall
Solicitor to the Council**

Enquiries relating to this agenda, please contact Daniel Maguire on:
Tel: 01757 292247 Email: dmaguire@selby.gov.uk

Recording at Council Meetings

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Democratic Services Manager on the above details prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Minutes

Licensing Committee

Venue:	Committee Room
Date:	Monday 1 February 2016
Time:	10.00am
Present:	Councillors C Pearson (Chair), D Buckle (Sub for M Hobson), I Chilvers (Sub for R Sweeting), Mrs J Chilvers, Mrs S Duckett, K Ellis, M Jordan, B Marshall, J Thurlow and Mrs D White.
Apologies:	Councillors M Hobson and R Sweeting.
Officers present:	Gillian Marshall, Solicitor to the Council; Tim Grogan, Senior Enforcement Officer; and Daniel Maguire, Democratic Services Officer
Public:	0
Press:	0

54. MINUTES

The Committee considered the minutes of the Licensing Committee held on 7 December 2015. The minutes were approved subject to the amendment of those present to include Councillor K Ellis.

RESOLVED:

To approve the minutes of the Licensing Committee meeting held on 7 December 2015, subject to the above amendment.

55. DISCLOSURES OF INTEREST

There were no disclosures of interest.

56. PROCEDURE

The Committee noted the Licensing Committee procedure.

57. CHAIR'S ADDRESS TO THE LICENSING COMMITTEE

The Chair informed the Committee that revised Licensing Fees had come into effect on Friday 8 January 2016 which reflected the new three and five year licences granted in accordance with the Deregulation Act 2015. It was also reported that Vehicle Examination fees were being recalculated to ensure full cost recovery and that recommendations would be presented to the Executive in due course.

It was confirmed that a letter had been sent to the taxi trade on 15 December 2015 confirming the Committee's concerns regarding licensed hackney carriage and private hire vehicles parking in disabled parking bays and on footpaths.

The Committee was informed that the North Yorkshire Licensing Practitioners Group had reconvened and officers from Selby District Council had attended. It was noted that the Group provided a forum for local authorities to share information and best practice at a regional level. The recent meeting had considered safeguarding training for licensed drivers and it was explained that proposals may be brought to the Committee during 2016.

58. APPLICATION FOR TWO DISCREET PRIVATE HIRE VEHICLE LICENCES (REPORT L/15/22)

The applicant was in attendance and confirmed that he understood the procedure.

The Senior Enforcement Officer presented report L/15/22, which detailed an application made to the Council by Richard Harrop, a licensed Private Hire operator, for two discreet Private Hire vehicle licences. The application was for a Mercedes S-class vehicle and a Chrysler Grand Voyager vehicle.

The applicant confirmed that his business had been operating in Leeds for fifteen years and was now based in Selby. He informed the Committee that he was now attracting clients from a wider area, and in particular the area between Leeds, Harrogate and York. The applicant confirmed that drivers would be formally dressed when providing these services.

The Senior Enforcement Officer confirmed that he supported the application.

The applicant and the Senior Enforcement Officer left the meeting whilst the Committee considered the application.

RESOLVED:

To grant the application for two discreet Private Hire vehicle licences.

The applicant was invited back into the meeting and the Solicitor to the Council advised him of the Committee's decision.

59. PRIVATE SESSION

RESOLVED:

That, in accordance with Section 100(A) (4) of the Local Government Act 1972, in view of the nature of the business to be transacted the meeting be not open to the press and public during discussion of the following items as there will be disclosure of exempt information as described in paragraphs 3 of Schedule 12(A) of the Act.

60. APPLICATION FOR A PRIVATE HIRE DRIVER'S LICENCE (REPORT L/15/23)

The applicant was in attendance and was accompanied by his representative. He confirmed that he understood the procedure.

The Senior Enforcement Officer presented report L/15/23, which detailed an application made to Selby District Council for a Private Hire Driver's Licence. As part of the application process a Disclosure and Barring Service (DBS) check had been undertaken, and this had raised concerns about the ability of the applicant to meet the 'fit and proper person' requirement. A copy of the DBS report had been provided to the Committee.

The applicant's representative provided a character reference for the applicant, noting in particular the age of the applicant at the time of the convictions, the time that had elapsed since the last conviction (25 years) and that the applicant was seeking employment after having owned his own business in the district for the previous seven years.

The Committee was given the opportunity to question the Senior Enforcement Officer, the applicant and the applicant's representative in connection with the incident.

The Senior Enforcement Officer, the applicant and the applicant's representative left the room while the Committee discussed the matter and made its decision

RESOLVED:

To grant the application for a Private Hire Driver's Licence

The Committee stated that having taken into consideration Selby District Council's Licensing Policy (and specifically the guidance on the Relevance of Convictions), the nature of the offences, the time period that had elapsed since the last offence, and the good character references provided, they considered that the applicant was a 'fit and proper person' to be a licensed Private Hire driver.

The applicant was invited back into the meeting and the Solicitor to the Council advised him of the Committee's decision.

61. ISSUE CONCERNING THE BEHAVIOUR OF A HACKNEY CARRIAGE VEHICLE DRIVER (REPORT L/15/24)

The Hackney Carriage driver was in attendance and confirmed that she understood the procedure.

The Senior Enforcement Officer presented report L/15/24, which detailed that a collision that had occurred on Thursday 6 August on the A1041 in Camblesforth and which had involved the driver concerned. As a result of the incident the driver had admitted to the police that she had driven without due care and attention and agreed to undergo driver training as an alternative to formal police action being taken. The report further highlighted that the driver had not reported the collision to the Council, this being a requirement of holding a Hackney Carriage Driver's Licence.

The Committee was given the opportunity to question the Senior Enforcement Officer and the driver in connection with the incident.

The Senior Enforcement Officer and the driver left the room while the Committee discussed the matter and made its decision

RESOLVED:

To issue the driver with a 12 month written warning.

The Committee stated that it considered that the incident was very serious, both in respect of the collision and also the failure to report the matter to the Council. The Committee felt that a written warning would help ensure that the driver remained a 'fit and proper person' to hold a Hackney Carriage Driver's Licence.

The driver was invited back into the meeting and the Solicitor to the Council advised her of the Committee's decision.

The meeting closed at 11.14am.

LICENSING COMMITTEE

PROCEDURES TO BE FOLLOWED

The Licensing Committee acts in a quasi judicial capacity to give a fair hearing to an applicant where a hearing is required by law or equity. When considering the case the only evidence the Members of the Committee can take into account is evidence previously submitted to form the agenda and any verbal evidence given at the actual meeting by Officers representing the Council and by the applicant or his/her representative, and their witnesses. The following procedures must be followed.

1. Procedures to be followed when submitting an application to the Licensing Committee for consideration;
 - i) The Council's Officers will liaise with the Committee Section to arrange a suitable date for the meeting. The applicant and Members of the Committee will be informed of this date in writing and a copy of the procedure note will be included for the applicant.
 - ii) The applicant and Council's Officers will submit any written evidence to the Committee Section for inclusion in the agenda by a given date. If the evidence is to be verbal, this should be stated.
 - iii) If witnesses are to be called the Committee Section must be notified prior to the hearing.
 - iv) Any application for adjournment because of late submission of papers, will in principle be considered sympathetically by the Committee.
2. The procedure to be followed by the Licensing Committee:
 - i) For each individual case the applicant and any representatives will be shown into the Committee Room at the same time as the appropriate Council's Officers. Witnesses will enter the room at the same time unless there are any objections.
 - ii) The District Solicitor will introduce the applicant, any representatives, witnesses and the Council's Officers to the Members of the Committee.
 - iii) The Chair will introduce Members of the Committee.
 - iv) The Chair will then go through the procedure as follows:

- a) Officers representing the Council will present the case for the Council. They may present such witnesses as they believe are appropriate.
- b) Officers representing the Council, and any witnesses, will then answer questions from the applicant or his/her representative, and from Members of the Committee.
- c) The applicant or his/her representative will then present the applicant's case. They may present such witnesses as they believe are appropriate.
- d) The applicant or his/her representative, and any witnesses, will then answer questions from the Committee and the Council's Officers.
- e) The Council's Officers will then sum up on behalf of the Council.
- f) The applicant or his/her representative will then sum up.
- g) The applicant and his/her representative will then be asked whether they consider they have had an opportunity to say anything that they wish to say and the Committee will take into account any comments, which are then made. The Chair of the Committee will then ask the Council's Officers presenting the case the same question and will again take account of any comments made.
- h) The Council's Officers, the applicant and his/her representative, all witnesses, press and public, will then be asked to withdraw from the meeting whilst the Committee makes their decision on the evidence presented.
- i) The applicant and his/her representative, the Council's Officers, all witnesses, press and public, will be invited back into the meeting to be informed of the Committee's decision.

Following the Committee meeting the Legal Advisor will inform the applicant in writing of the decision of the Licensing Committee and any appeal rights.

Public Session

Report Reference Number: L/15/25

Agenda Item No: 6

To: Licensing Committee
Date: 7 March 2016
Author: Tim Grogan: Senior Enforcement Officer
Lead Officer: Helen McNeil: Lead Officer, Debt Control and Enforcement

Summary:

Phil Richardson has applied to change his Private Hire Vehicle Licence for a Mercedes Vito, which bears a PHV plate, to a vehicle whereby the licence is discreet in manner.

Recommendations:

That Councillors approve the issue of a Private Hire Vehicle Licence to a Mercedes Vito in the form of discreet identification under the operation of Phil Richardson.

1. Introduction and background

1.1 To bring to the attention of the Committee an application from Phil Richardson, a licensed Private Hire Operator, for the grant of a Private Hire Vehicle licence for a Mercedes Vito motor vehicle, and that the licence be discreet in manner.

2. The Report

2.1 On Monday 4 January 2016, Phil Richardson applied to Selby District Council (see Appendix A) to change his Private Hire Vehicle Licence in respect of a Mercedes Vito from vehicle bearing plates to one where the licence is discreet in manner.

2.2 Mr Richardson was granted a Private Hire Driver's Licence on 29 July 2013 and received a Private Hire Operator's Licence on 13 February 2014. A Private Hire Vehicle Licence for a Mercedes Vito operated by Mr Richardson was issued on 28 August 2014.

2.3 He originally worked for Ross Potter, an operator with discreet licence status but has now branched out on his own. His business has since

developed to provide a service to customers who seek a more executive style of transportation. His letter outlines in detail his reasons for making such an application and is supported by letters from 3 customers (see Appendices B, C and D).

- 2.4 The Committee should be aware that orthodox Private Hire plates, which are currently displayed in accordance with section 47(2) of the Local Government (Miscellaneous Provisions) Act 1976, are securely fixed to the front and rear exterior of Private Hire vehicles in a conspicuous position.
- 2.5 The application is supported by three business customers: two in writing and a third who has given a verbal reference to the Senior Enforcement Officer.
- 2.6 Section 48(5) of the Local Government (Miscellaneous Provisions) Act 1976 is the legislation which deals with this matter. The Section provides that a District Council shall issue a plate or disc in order that a vehicle may be identified as a Private Hire Vehicle.
- 2.7 Other Authorities have issued licences in the form of a disc which is discreet in nature. Selby District Council has granted such licences on eighteen previous occasions, although not all licences are currently in operation
- 2.8 A copy of the disc (see Appendix E), which will be provided on a red background when issued thereby replicated the colour of the Private Hire Vehicle plate, is available for scrutiny.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

The Council first granted a Private Hire vehicle licence in terms of discreet identification on 16 August 2004 and has done so on eighteen occasions since. In connection with this application the Committee can grant or refuse the licence and our Taxi Licensing Policy states that each case should be considered on its own merits. The criteria used previously by the Committee are based upon the mode of operation including the driver's dress, the type of vehicle and the support of potential customers.

3.2 Financial Issues

There are no financial implications.

4. Conclusion

That Councillors determine the application.

5. Background Documents

A copy of Section 48(5) of the Local Government (Miscellaneous Provisions) Act 1976 is available in Legal Services

Contact Officer: Tim Grogan: tgrogan@selby.gov.uk

Appendices:

- A. Letter of application from Phil Richardson
- B. Letter of support from David Simpkin
- C. Letter of support from Derek Ward
- D. Letter of support from Frances and Chris Recchia
- E. Copy of disc

Appendix A

For whom it may concern

Dear Sir/Madam,

I apply in writing, asking for your consideration to adopt a discreet Private hire license to replace my existing vehicle license issued through Selby district council.

Having built my business up within the last 12 months, my expectation initially was to pursue the private hire localised industry, however, having secured contracts with a number of corporate clients I now feel the correct direction is to build on my existing base and support their needs to consolidate and grow my business going forward.

My existing client base and major contractor is Queen Ethelburga's college, a private school housing some 1200 international borders.

Queen Ethelburga's hold my company in high regard and are actively and increasingly requesting my services due to the quality of my vehicle and nature of my approach to their staff, students and parents alike.

Having held meetings with senior management at QE I have been requested to undertake work away from the normal "private hire" pick up and drop off, for parents and VIP visitors to the school.

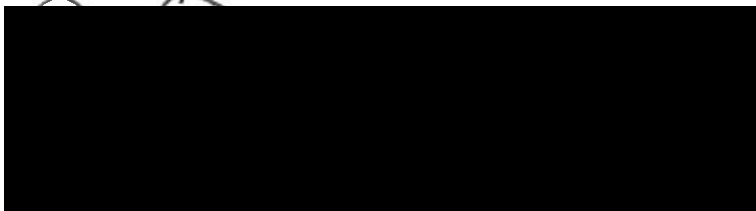
This work will be more chauffeur orientated, picking up and dropping off from private planes/helicopters at major airports and helipads throughout the country.

I currently operate a Black Mercedes Vito, the vehicle has leather interior throughout and benefits from privacy glass all round, therefore obtaining a discreet license would be the final condition for my company to be accepted for the elite workload that Queen Ethelburga's are willing to provide.

I sincerely believe that by obtaining a discreet license will not only enable me to fulfil a fantastic opportunity for my business within QE, it will also open doors to extend and grow my business as a whole.

Thank you for your consideration and I look forward to your reply.

Yours Sincerely

A large black rectangular redaction box covering the signature area of the letter.

Phil Richardson.

Appendix B

Yorkshire Driving Company

A third reference is available from Mr David Simpkin

Queen Ethelburga's College
Thorpe Underwood
York
YO26 9SS

Please call [REDACTED] for reference and any further information required

Appendix C



D & E (York) Ltd T/A Molly Maid The Old Bakery The Green Upper Poppleton York YO26 6DF
Telephone: 01904 784999 : 01423 390109 E-mail: dez.ward@mollymaid.co.uk

January 2016

To whom it may concern

I am writing this reference in support of Phil Richardson, proprietor of the Yorkshire Driving Company.

I have been using Phil's company for over 12 months, both in a professional and personal capacity, and have always been completely satisfied with the service provided.

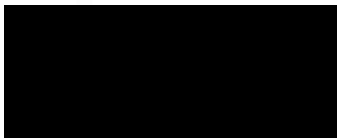
Phil has great integrity, is always dependable, punctual, dresses very smartly in a business suit and has a considerate and professional attitude.

His vehicle is very comfortable, reliable and extras such as bottled water, newspapers etc are always available - much appreciated after a long flight!

I have no hesitation whatsoever in highly recommending the service provided by Phil. I certainly have no intention of using any other company.

Please call me on my office number (01904-784999) or my mobile (07710-779745) if you require any further information.

Yours sincerely



Derek Ward
Director
D&E (York) Ltd., T/A MOLLY MAID

Appendix D

Reference for Mr. Phil Richardson of the Yorkshire Driving Company

To whom it may concern:

Dear Sir/Madam

5th January 2016

Over the past year we have been using Phil Richardson to drive us to numerous events, functions and places across the Country for both work and pleasure. Phil was initially recommended to us by a friend and since our introduction to him, we value him in the highest regard for various reasons.

First and foremost, Phil always answers or returns a call or text within a matter of minutes. A request for his services is always thankfully met and on a rare occasion should he not be able to look after us, he will seek alternative help for us from colleagues, whom he trusts and respects.

Phil is an impeccable timekeeper and always arrives 5 minutes before. No matter the time of day, he is always dressed in a suit and tie and looks incredibly smart. On arrival, he always greets us warmly and if bags need loading, insists that he deals with them. He always opens doors and ensures that we are all safe and comfortable prior to departing. In addition, his Mercedes Vito is absolutely spotless and a pleasure to travel in.

I think it important to point out a few occasions where Phil has exceeded all our expectations. My husband travels internationally and when a particular flight was late back on a Friday evening, Phil drove from Yorkshire to Heathrow to pick him up. Prior to departing though, he rang me up to ask about Chris's taste in snacks and nibbles. Armed with this information, Phil gathered together a hamper of goodies for him to see him through his journey home. On another occasion, Phil drove us as a family to Newcastle and back for a concert. Yet again, when we got in the car there were treats for the children and goodies for us. Our two boys love travelling with Phil, because he engages them in meaningful conversation and inadvertently keeps them off their mobile phones. They always comment that journeys with Phil are really too short!

It is without doubt that Phil provides a most professional and polished service. He is a pleasure to know and we would recommend him to any one of our friends and colleagues who require a similar service.

Yours Sincerely

Frances and Chris Recchia
Newstead Farm
Towthorpe Moor Lane
York
YO32 9ST

Tel: 

S E L B Y

IN THE VALE OF YORK

**SELBY DISTRICT COUNCIL
Licensed Private Hire Vehicle**

PHV

Vehicle Registration No

Make..... Colour

Licence Expires

This vehicle is exempt form the Display of Licence
Insignia - All enquires in respect of this licence
should be addressed to the Licensing
Department at Selby District Council,
Portholme Road,
Selby YO8 4SB

Public Session

Report Reference Number: L/15/26

Agenda Item No: 7

To: Licensing Committee
Date: 7 March 2016
Author: Tim Grogan: Senior Enforcement Officer
Lead Officer: Helen McNeil: Lead Officer, Debt Control and Enforcement

Summary:

Mark Wright has applied to licence a Jaguar XF motor vehicle as a Private Hire Vehicle whereby the licence is discreet in manner.

Recommendations:

That Councillors approve the issue of a private hire vehicle licence to a Jaguar XF in the form of discreet identification under the operation of Mark Wright.

1. Introduction and background

1.1 To bring to the attention of the Committee an application from Mark Wright, a licensed private hire operator, for the grant of a Private Hire Vehicle licence for a Jaguar XF motor vehicle, and that the licence be discreet in manner.

2. The Report

2.1 On Thursday 4 February 2016, Mark Wright applied to Selby District Council (see Appendix A) to change his private hire vehicle licence in respect of a Jaguar XF from vehicle bearing plates to one where the licence is discreet in manner.

2.2 Mr Wright was granted a private hire driver's licence on 16 June 2009 and received a private hire operator's Licence on 17 July 2013. A private hire vehicle Licence for a Jaguar XF operated by Mr Wright was issued on 9 February 2016 and it is currently being driven under the authority of temporary plates.

2.3 He originally worked for his wife until he obtained his own private hire operator status. As a couple, Mr and Mrs Wright, operate 2 hackney

carriages and 3 private hire vehicles. Mr Wright's business has since developed to provide a service to customers who seek a more executive style of transportation which has necessitated his purchase a Jaguar XF to meet this accommodation. His letter outlines in detail his reasons for making such an application and is supported by letters from 3 customers (see Appendices B, C and D).

- 2.4 The Committee should be aware that orthodox Private Hire plates, which are currently displayed in accordance with section 47(2) of the Local Government (Miscellaneous Provisions) Act 1976, are securely fixed to the front and rear exterior of Private Hire vehicles in a conspicuous position.
- 2.5 This application is supported by three business customers: two in writing and a third who has given a verbal reference to the Senior Enforcement Officer.
- 2.6 Section 48(5) of the Local Government (Miscellaneous Provisions) Act 1976 is the legislation which deals with this matter. The Section provides that a District Council shall issue a plate or disc in order that a vehicle may be identified as a Private Hire Vehicle.
- 2.7 Other Authorities have issued licences in the form of a disc which is discreet in nature. Selby District Council has granted such licences on eighteen previous occasions, although not all licences are currently in operation
- 2.8 A copy of the disc (see Appendix E), which will be provided on a red background when issued thereby replicated the colour of the Private Hire Vehicle plate, is available for scrutiny.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

The Council first granted a Private Hire vehicle licence in terms of discreet identification on 16 August 2004 and has done so on eighteen occasions since. In connection with this application the Committee can grant or refuse the licence and our Taxi Licensing Policy states that each case should be considered on its own merits. The criteria used by the Committee previously are based upon the mode of operation including the driver's dress, the type of vehicle and the support of potential customers.

3.2 Financial Issues

There are no financial implications.

4. Conclusion

That Councillors determine the application.

5. Background Documents

A copy of Section 48(5) of the Local Government (Miscellaneous Provisions) Act 1976 is available in Legal Services

Contact Officer: Tim Grogan: tgrogan@selby.gov.uk

Appendices:

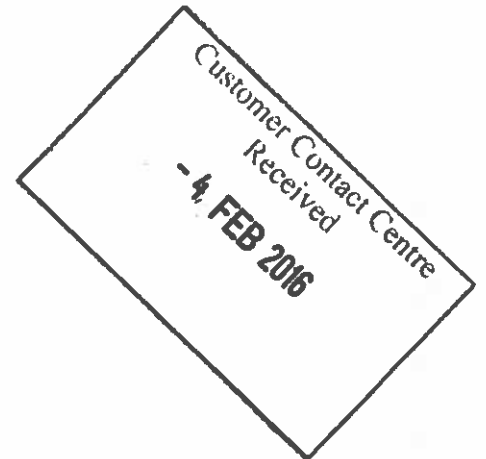
- A. Letter of application from Mark Wright
- B. Letter of support from Alison Hackwell
- C. Letter of support from David Fielder
- D. Letter of support from Andrew Scott
- E. Copy of disc

Appendix A

DIAMOND TRAVEL



44 Oxen Lane
Cliffe
SELBY YO8 6NS
01757 630271
07870 551001 / 07891 743462
www.diamondtraveltaxis.co.uk
diamondtravelselby@googlemail.com



4 February 2016

FAO Mr Tim Grogan
Licensing Officer
Selby Taxi Licensing Office

Dear Mr Grogan

I am writing to you regarding my most recent vehicle purchase that I wish to license with Selby Council.

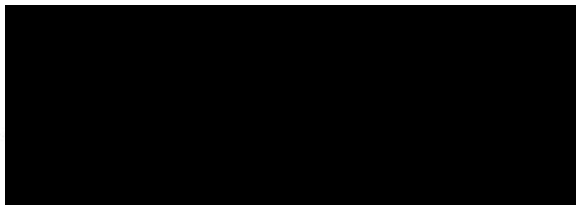
The vehicle is a Jaguar XF and has been purchased specifically for our business clients. Our clients have requested that they be transported in a more 'executive' style of vehicle. To facilitate their requirements, I wish to license this vehicle as an 'executive' vehicle. By this I mean no external plates. Plates will obviously be carried at all times.

I have enclosed three letters from our clients expressing their intention to continue to use our services and the fact that would prefer to travel 'executively'.

If you need any further information please do not hesitate to contact me.

I hope you can help me in this matter.

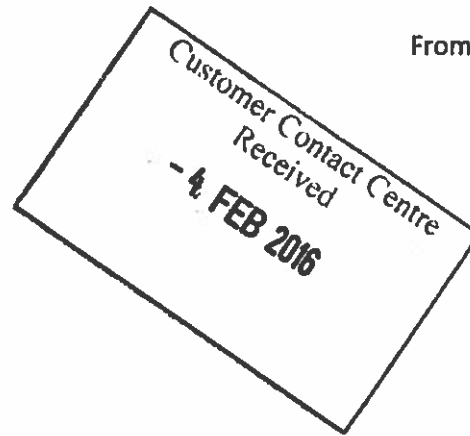
Kind regards



Mark Wright

Appendix B

To: Tim Grogan
Licensing Officer
Selby Taxi Licensing Office



From: Alison Hackwell
Coaching North
Kewarra
Garmancarr Lane
Wistow
North Yorkshire
YO8 3UW

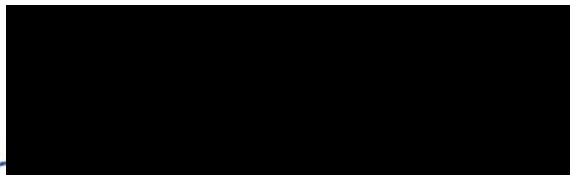
31st January 2016

Dear Mr Grogan,

I am writing to confirm that since January 2015, I have regularly employed Diamond Travel to provide a private chauffeur service for myself to and from various UK airports as part of my European HR consultancy business.

I intend to continue to do so into the foreseeable future as I am very happy with the professional level of Customer service they provide. However, I would prefer as part of that discrete service that they did not have to display their taxi signage prominently on the car they are using for this.

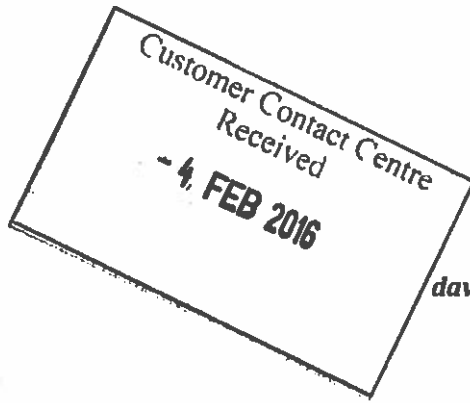
Yours Sincerely



Alison Hackwell

Director of Talent & Performance Management

Appendix C



**The Grange
Wood Lane
Willitoft
GOOLE DN14 7NU
07802 360866
david.fielder@btinternet.com**

1 February 2016

FAO Tim Grogan
Licensing Officer
Selby Taxi Licensing Office

Dear Mr Grogan

I have been requested by Diamond Travel to write to you. I currently use Diamond Travel for my business travel needs and have been extremely please with there level of service.

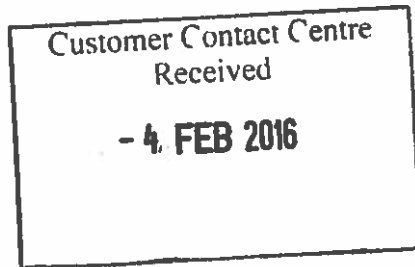
However, I would prefer to travel in a more executive style of vehicle without license plates displayed on the outside as I think this makes a better impression to my clients.

I hope you will allow Diamond Travel to operate under these circumstances. If you wish to contact me to discuss the matter further please feel free to do so.

Yours sincerely

David Fielder

Appendix D



Andrew Scott
Burn Hall
Burn Hall Crescent
Burn
YO8 8LT



Dear Mr Grogan,

I am writing this letter as a reference for **Mr Mark Wright**, Diamond Travel, 44 Oxen Lane, Cliffe, Selby, YO8 6NS.

Mark current provides me with transport between my home address and my office. Mark has provided me with an excellent service for a number of years. Mark (and the other employees within his company) have proven to be extremely proficient, they are always professional in their appearance and manner, punctual and reliable with their commitments, as well as being flexible and accommodating of my (continually) changing needs.

However, although Mark (and Diamond Travel) have met all my requirements to date, there is one area that I think would add benefit to their service – as well as to the private hire services of the Selby area. I would welcome the addition of an **executive vehicle** within the portfolio of services offered by Diamond Travel.

If you wish to discuss this reference further, or you require any further information please do not hesitate in contacting me.

Yours Sincerely,

Andrew Scott

SELBY

IN THE VALE OF YORK

**SELBY DISTRICT COUNCIL
Licensed Private Hire Vehicle**

PHV

Vehicle Registration No

Make..... Colour

Licence Expires

This vehicle is exempt form the Display of Licence
Insignia - All enquires in respect of this licence
should be addressed to the Licensing
Department at Selby District Council,
Portholme Road,
Selby YO8 4SB