



CYNGOR SIR CEREDIGION COUNTY LICENSING AUTHORITY

Local Government (Miscellaneous) Provisions Act 1976

Part II

Town Police Clauses Act 1847

Dual Hackney Carriage / Private Hire Driver's Licence Conditions

1. CONDITIONS FOR APPLICATION OF DUAL DRIVERS' LICENCE

The Applicant shall:

- i) Complete and submit to the Licensing Authority an application on the form prescribed by the Licensing Authority accompanied by the following documentation:
 - a) The details of two referees to whom the Licensing Authority may write for the purpose of obtaining a character reference. The referees must have known the applicant for a minimum of 2 years. These persons should not be connected with the applicant's family, the hackney carriage or private hire trade. Both should be prominent members of the community; for example, Magistrate, Lawyer, Teacher or Clergyman etc.
 - b) Two recent passport size photographs of his self / herself. "Recent" in this instance means taken within the last 12 months.
 - c) An enhanced disclosure and barring service (DBS) check completed and submitted via the LA
 - d) A certificate signed by a registered medical practitioner as to their fitness to drive a licensed vehicle, and a further certificate periodically, as stipulated in the DVLA group 2 medical guidelines, thereafter. Every driver, on attaining the age of 65 years will be required to produce to the Licensing Officer a certificate signed by a registered medical practitioner, as to their fitness to continue to drive, and must produce a new certificate on subsequent occasions on which they make application for a licence. All drivers may be required to produce a medical certificate more frequently if the Licensing Authority or a medical practitioner considers that circumstances deem it necessary.
- ii) All new applicants for a Dual Hackney Carriage/Private Hire drivers licence must have held a full DVLA Northern Ireland or European Economic Area (EEA) driving licence for a minimum period of 12 months with not more than 6 penalty points imposed during the previous 12 months prior to the date of application for a Dual drivers licence.
- iii) Photocopies of documents will not be accepted unless certified as a true copy of an original by an Officer of the Licensing Authority. In any event only original documents can be submitted if being used as supporting evidence for a DBS disclosure application. The LA does not accept responsibility for original documents that are returned via Royal Mail. It is for this reason, wherever possible, that applicants are advised to submit and/or collect their documents in person.
- iv) A comprehensive list of supporting documentation is at the rear of the application form.
- v) No driver's licence will be issued unless the appropriate fee is paid. Where payment is made by cheque which is subsequently dishonoured, any licence issued will become null and void.





2. CONVICTIONS, PENALTIES, CAUTIONS & WARNINGS

- i) Applicants and drivers licensed by this Authority are subject to Ceredigion County Council's Hackney Carriage & Private Hire Fitness Policy. It is the applicants responsibility to assure the Licensing Authority that he/she is a fit and proper person in which to hold a Dual Driver's licence upon application for a Dual Drivers' licence and, if granted, throughout the currency of their licence.
- ii) The driver must notify the LA on the prescribed form, within 14 days from the date of any conviction, caution, warning or reprimand, including driving endorsements. In the case of a custodial sentence, the LA must be notified as soon as is reasonably practicable.
- iii) Where applicants or existing licence holders fail to disclose any convictions, cautions, warnings, penalty notices, orders or reprimands on their application form, including any pending court proceedings or other matters, whether spent or not, they may be referred to the Licensing Sub-Committee for determination.

Request for information s.115 of the Crime & Disorder Act 1998

- i) All drivers are required to sign a declaration permitting the LA to submit to the relevant Police Service a S.115 disclosure request in order to obtain information regarding an individual's criminal and/or driving history. It may also be used to confirm that an applicant has held a full driving licence for a period of at least twelve months and to prevent fraudulent activity such as obtaining multiple licences. There may be a charge for this service which must be borne by the applicant.
- ii) Information or intelligence disclosed to the LA by DPP or another authority may serve to be reason to place an applicant, driver, proprietor or operator before the subcommittee and will be disclosed during the hearing in order for the panel to make a fully informed decision regarding the persons' fitness and propriety.

3. STANDING

- i) The driver shall not without reasonable cause allow the engine of a hackney carriage/private Hire vehicle to run while the vehicle is stationary for a prolonged period at any location, including on the rank.
- ii) The driver must remain with their hackney carriage at all times during periods in which it occupies a hackney carriage rank.
- iii) Whilst waiting or waiting to move onto a rank, or waiting in any other place whilst plying for trade, the driver of a hackney carriage must ensure that his actions do not cause annoyance or offence to occupiers of adjacent properties, pedestrians or other road users, including other Hackney Carriage drivers.
- iv) When joining the rank, the driver must ensure that the vehicle is situated behind the other vehicles so as to face the same direction and ensure that the vehicle is moved along when the space directly ahead is vacated.
- v) Any driver of any hackney carriage who stands for hire across any street or alongside of any other hackney carriage, or who refuses to give way, if he conveniently can, to any other carriage shall be liable to a penalty Any driver of any hackney carriage who obstructs or hinders the driver of any other carriage in taking up or setting down any person into or from such other carriage shall be liable to a penalty.



- vi) Any driver of any hackney carriage who prevents or endeavours to prevent the driver of any other hackney carriage from being hired, shall be liable to a penalty.
- vii) The driver of a Private hire vehicle cannot stand or ply for hire nor importune any person to hire such carriage and shall not make use of the services of any other person for this purpose.

4. PERSONAL APPEARANCE & CONDUCT

- i) The driver shall behave in a civil, courteous and orderly manner towards the public and fellow drivers. When waiting on a taxi rank or whilst waiting to move onto a rank, or waiting in any other place whilst plying his/her trade, the driver must ensure that his actions do not cause annoyance or offence to occupiers of adjacent properties, pedestrians or other road users, including other Hackney Carriage drivers.
- ii) The driver must, at all times whilst undertaking his duties, be clean and respectably dressed, paying particular attention to his/her personal hygiene. Drivers are expected to wear clean, smart clothes. All drivers must wear appropriate footwear suitable for driving (i.e. not flip flops, clogs, crocs or bare feet).
- iii) At no time shall a driver use any abusive language or gestures to the general public, pedestrians, other road users including fellow drivers, an officer of the Licensing Authority, a Police Officer or any other persons. Where there is genuine cause for concern the LA will consider whether or not the driver remains a fit and proper person to hold a licence.
- iv) The driver shall punctually attend at the time and place requested by the hirer, unless delayed or prevented by sufficient cause. Any delay must be notified to the hirer.
- v) Subject to any directions given by the hirer, the driver shall proceed to the destination by the shortest available route.
- vi) The driver shall not without the express consent of the hirer, drink or eat in the vehicle whilst it is in service.
- vii) Smoking of any form is strictly prohibited within the vehicle at all times irrespective of whether the vehicle is being used for hire or for private purposes. This includes the use of e-cigarettes or any other cigarette substitute which may appear as a cigarette.
- viii) At all times when undertaking licenced duties, the driver shall wear upon their person their driver's identification badge in a clearly visible position and shall immediately report the loss of the badge to the Licensing Authority and obtain a replacement badge, the driver paying such fee as the Licensing Authority may prescribe for the same.
- ix) The driver's identification badge shall remain the property of the Licensing Authority and shall be returned immediately on request or on suspension, revocation or expiration of licence.
- x) The driver shall not without the express consent of the hirer play any radio or sound reproducing instrument or equipment in the vehicle other than for the purpose of sending or receiving messages in connection with the operation of the vehicle.
- xi) The driver shall at no time cause or permit the noise emitted by any radio or other previously mentioned equipment in the vehicle which he is driving to be a source of nuisance or annoyance to any person, whether inside or outside the vehicle.
- xii) The driver shall not call out or otherwise importune any person to hire the vehicle and shall not make use of the services of any person hiring the vehicle.
- xiii) The driver shall take all reasonable precautions to ensure the safety of passengers being conveyed, entering or alighting from the vehicle.
 - a. The driver of a licensed vehicle shall when required:-



- b. convey a reasonable quantity of luggage;
 - c. afford reasonable and polite assistance in loading and off-loading,
 - d. afford reasonable assistance in removing luggage to and from the entrance of any building, station, or place at which the passenger is taken up or set down.
- xiv) The driver shall immediately after the termination of any hiring or as soon as practical thereafter carefully search the vehicle for any property which may have been accidentally left therein.
- xv) If any property left in a licensed vehicle by any person who may have been conveyed therein is found by or handed to the driver he shall make all reasonable efforts to return the items to the owner or if this is not practicable, submit the item(s) to the local Police station within 24 hours.
- xvi) The driver of a vehicle must not sound the vehicles horn unnecessarily; i.e. use only whilst the vehicle is moving and other road users need to be warned of your presence. Never sound the horn aggressively. The horn must not be sounded:
- e. while stationary on the road
 - f. when driving in a built up area between the hours of 11.30 pm and 7.00 am
- With the exception that the or another vehicle poses a danger

5. DUTIES IMPOSED BY THE LICENCE

- i) When granted or upon renewal, the Dual Hackney Carriage/Private Vehicle driver's licence remains in force for up to three [3] years unless suspended, revoked or surrendered.
- ii) Each application will be treated on its own merit and shall remain in force for a maximum period of one year. It is the Proprietor's responsibility to ensure that an application for renewal is submitted before the licence expiry date as there is no automatic period of grace. Any applications received after the expiry date may be treated as a new application.
- iii) The Dual Hackney Carriage/Private hire driver's licence cannot be transferred to, or used by any other person.
- iv) The driver's licence issued by the Licensing Authority shall be produced to any authorised officer of the Licensing Authority or to any Police Officer on request, and the driver shall otherwise give such assistance and information as may be reasonably required by such an officer in relation to his statutory duties.
- v) A driver shall not drive any vehicle for private hire or hackney carriage purposes unless it is and he/she is licensed under the relevant provisions of the Local Government (Miscellaneous Provisions) Act 1976 and Town Police Clauses Act 1847.
- vi) A driver shall notify the Licensing Officer within seven days of the date of commencement or termination of employment, the name and address of the licensee by whom he is engaged, and the date of such commencement or termination.
- vii) A driver shall forthwith deliver his licence to the proprietor/operator by whom he is engaged on the commencement of employment.
- viii) The driver shall notify the Licensing Authority in writing of any change of his / her address during the period of the licence within seven days of such change taking place.
- ix) The driver shall comply with any reasonable request by the Licensing Authority for him/her to attend for interview in relation to any contravention, omission or other alleged failure to comply with his/her responsibilities or any other matter in relation to plying his trade as a licensed driver.



6. DRIVER HEALTH

- i) A Medical Certificate is required on application and periodically thereafter. The medical examination shall be to the DVLA Group 2 standard and the examiner undertaking the medical examination must have access to the applicants/driver's most up to date medical history. All drivers are subject to the frequency of group 2 medical examinations as per the DVLA guidelines, upon application and thereafter the initial grant.
- ii) Reference should be made to the DVLA Medical Examination Report D4 information booklet (available from www.dvla.gov.uk) for a list of the medical conditions that may prevent an applicant from being certified medically fit to drive a hackney carriage or private hire vehicle.
- iii) With regard to a driver who has attained the age of 65, a Medical Certificate must be produced annually. In this case, the Certificate issued will be valid for a 12 month period only.
- iv) Medical certificates required by this Authority must be produced by –
 - c) A qualified General Practitioner
 - d) A Consultant

with full access to all of the applicant's medical records.

Any costs associated with obtaining a relevant medical certificate are to be borne by the applicant. Further information can be obtained from the following guide:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/526635/assessing-fitness-to-drive-a-guide-for-medical-professionals.pdf

- v) The driver shall not drive any hackney carriage or private hire vehicle whilst suffering from any illness or disability which could impair his / her ability to drive or whilst certified as unfit to drive by a registered medical practitioner/ Consultant.
- vi) Every person applying for the issue or renewal of a licence shall give details of any defect in eyesight, hearing or in physical movement, and shall during the currency of the licence notify the Licensing Authority immediately of the occurrence of any such defect.
- vii) The driver shall notify the Licensing Authority in writing within seven [7] days of becoming aware of any illness or disability which could impair his/ her ability to drive.

7. DUTIES TOWARDS THE VEHICLE

- i) The driver shall ensure that the licence plate is securely and correctly affixed to the vehicle before beginning their shift and that it is clearly visible and that information displayed on the plate is legible. Any errors or defects must be reported to the Proprietor of the vehicle for immediate rectification.
- ii) The driver shall not use a private hire vehicle to ply for hire in any public place or imply, directly or indirectly, that he is acting as a hackney carriage driver.
- iii) The driver shall ensure that the licensed vehicle is maintained in a roadworthy condition at all times, that a current vehicle excise licence is in place and that its intended use is for public hire (if a hackney carriage) or private hire (if a private hire vehicle) is covered by an endorsement on the motor insurance certificate.
- iv) Irrespective of whether roadside assistance is provided, a licensed vehicle must carry at all times and where applicable, a spare wheel or tyre foam & pump which complies with current legal requirements (paying particular attention to depth of tread) and wheel changing equipment including a jack and wheel brace.



- v) Journey times and routes must be adjusted to take account of poor weather conditions and the hirer must be pre-warned if the journey could take longer due to road or weather conditions.
- vi) Vehicles must be properly equipped to operate in all weather conditions.
- vii) The driver shall ensure that the daily vehicle defect sheets are completed before setting off on their journey. Should more than one driver use the vehicle on that day, he must also conduct the checks to ensure his own and his passengers' safety.
- viii) These daily defect sheets must be filed and kept for a minimum period of six months and be made available for inspection by an authorised officer at any time.
- ix) The driver shall, notwithstanding their responsibilities under the Road Traffic Act, report to the Licensing Authority within 72 Hours, any accident involving a Hackney Carriage/ Private Hire vehicle under their control. The licence holder shall notify the Licensing Authority immediately of any damage which affects the safety, performance or appearance of the vehicle or the comfort and/ or convenience of fare paying passengers.

8. PERSONAL & PASSENGER SAFETY

- i) The driver shall at all times request that all passengers use the seatbelts provided in the proper manner. In the case of passengers under the age of fourteen years it shall be the driver's responsibility to ensure that seatbelts are worn.
- ii) Drivers are expected to show a duty of care to their passengers and any property they carry in their vehicles on behalf of their passengers.
- iii) The driver must not allow any child under the age of 12 or under the height of 135cm's (4 feet 5 inches) to be conveyed in the front of the vehicle. For the avoidance of doubt, a child under the age of 12 who has attained the height of 135 cm's may be conveyed in the front of the vehicle.
- iv) The driver must not allow more than one passenger to be conveyed in the front of the vehicle, unless the vehicle licence specifically states otherwise.
- v) The driver must not convey or permit to be conveyed more than the number of passengers specified on the licence issued in respect of the vehicle, and displayed on the vehicle plate.
- vi) The driver shall not convey any animal (which in the driver's discretion may be conveyed in the vehicle) unless it is in the custody of the hirer and in any case shall ensure that any such animal is restrained in a safe manner.
- vii) Medical exemptions involving the carriage of an animal may apply to new or existing drivers who suffer certain medical conditions and if so, the driver/ applicant must provide evidence that they have a specific problem to qualify for such an exemption by means of a medical exemption certificate.
- viii) The driver shall not without the consent of the hirer convey any other person in the licensed vehicle which is hired.
- ix) It is the driver's responsibility to ensure that an approved serviceable fire extinguisher is carried in the vehicle whenever it is used for hire and reward. Upon it, clearly legible and indelibly marked, the index number of the vehicle.
- x) It is the driver's responsibility to ensure that an approved and complete first aid kit is carried in the vehicle whenever it is used for hire and reward. Upon it, clearly legible and indelibly marked, the index number of the vehicle.



9. EQUALITY ACT 2010

- i) Drivers are expected to comply with the Equality Act 2010 when conveying passengers. Separate conditions apply to drivers of specially adapted vehicles. See “Accessibility conditions for designated vehicles” adopted by this LA on 23rd June 2015.
- ii) Medical exemptions involving the carriage of disabled persons and/ or the carriage of an assistance dog may apply to new or existing drivers who suffer certain medical conditions and if so, the driver must provide evidence that they have a specific problem to qualify for such an exemption by means of medical certification.
- iii) Discrimination of any form is unacceptable. An allegation of discrimination will be regarded as extremely serious and may be reported to the police. The LA may review the licence to establish whether the licence holder remains a fit and proper person to hold such a licence.

10. RESPONSIBILITIES FOR THE SAFEKEEPING OF TAXIMETER

The driver of a hackney carriage must ensure that the following matters relating to the taximeter are complied with:-

- i) When standing or plying for hire, keep the device fitted in pursuance of the conditions of licence locked in the position in which no fare is recorded on the face of the taximeter.
- ii) As soon as the carriage is hired by distance, when beginning the journey, bring the taximeter into action so that the word “Hired” or “Fare” is legible on the face of the taximeter and keep the taximeter in action until the termination of the hiring.
- iii) The driver must cause the face of the taximeter to be kept correctly illuminated throughout any part of a hiring which is during the hours of darkness and also at any other time at the request of the hirer.
- iv) The driver shall not cause the fare recorded on a taximeter to be cancelled, cleared or concealed until the hirer has had an opportunity of viewing it.
- v) The driver shall not demand a fare in excess of the fare shown on the face of the taximeter. However a fare previously agreed for that hiring between the hirer and the operator may be charged provided that it does not exceed the fare shown on the taximeter. When beginning the journey, bring the machinery of the taximeter into action by moving the said key, flag or other device, so that the word “Hired” is legible on the face of the taximeter and keep the machinery of the taximeter in action until the termination of the hiring.
- vi) An “Outside the district” fee may be charged if agreed in advance with the hirer. The driver shall not bring the taximeter into action until the passenger has entered the vehicle and shall not charge more than stated on the taximeter, however, when agreeing an “outside the district” charge the correct mileage must be calculated from the base of operation to the pick-up destination at the time of pre-booking and records to be kept as evidence for a minimum period of six months. Such records are to be made available for inspection by an authorised officer at any time. The agreed fare is not binding and the passenger may request a refund of the difference by applying to a Magistrates Court.
- vii) The driver shall give to the hirer details of current metered rates set by the council, if so requested.
- viii) The driver shall ensure that the current scale of charges set by the council is displayed within the vehicle in a convenient and conspicuous position.
- ix) When requested, provide the hirer with a written receipt of the fare paid.



11. ADDITIONAL PRINCIPLES

Licences issued by other Authorities

Where an existing licence or an application for a licence has been referred to the Licensing Sub-Committee for determination, and the applicant holds such a similar licence granted by another Local Authority or district council, the guidance contained in this policy shall take precedence over any guidance of another Licensing Authority.

Driver Tests

- i) The Applicant is expected to undertake a test written by the Licensing Authority and attain a pass score of a minimum of 70%. The applicant must book the test in advance of at least fourteen [14] days. Any cancellation must be made twenty-four [24] hours in advance. Please note that if an applicant does not sit the test, the Licensing Authority will not be able to proceed with the application.
- ii) The LA is to be satisfied that the Applicant has a good knowledge of the district in which they intend to operate and possess good means of verbal communication through the medium of English and as such, the applicant must pass a test devised by the LA.
- iii) A non-refundable fee will be charged to cover the cost of officer time and administration of the test. The test must be successfully completed prior to the grant of a licence.
- iv) Whilst undertaking the examination the applicant must switch off any electronic and / or GPS enabled devices.
- v) The applicant may wish to take these tests whilst the DBS check is in progress. Once the test has been passed and the DBS disclosure returned, the application will be deemed valid. The application should be submitted in full.
- vi) An applicant will be given a maximum of 3 attempts in any 6 month period to pass the test. If an applicant fails on the third occasion a new application and fee will be required.

Knowledge of the County. This will involve applicants being tested on the following sections and will be relevant to the town/area in which they operate, however applicants are expected to know the key routes within the County along with:

- g) Names of significant roads
- h) Locations of residential areas
- i) Locations of caravan sites, holiday parks, hotels and guest houses
- j) Locations of public houses, private and registered clubs
- k) Locations of churches, hospitals, public offices, schools, train and bus stations
- l) Routes to specific destinations

This list is not exhaustive

Law and Conditions. This will involve all applicants being tested on the basic requirements of hackney carriage and private hire licensing laws and the conditions laid down in the overarching Policy.

7.6.6 Drivers' Training

- ii) Before a driver can carry a wheelchair users in either a wheelchair accessible PHV or HC, they must have passed an assessment approved by the Licensing Authority.



CYNGOR SIR CEREDIGION COUNTY COUNCIL

Local Government (Miscellaneous) Provisions Act 1976

Part II

Dual Hackney Carriage / Private Hire Driver's Licence

Code of Conduct Penalty Point System

OFFENCE:

PENALTY:

1. Failure to display correct tariff on Taximeter	Up to 6
2. Failing to use or improper use of Taximeter	Up to 3
3. Driver failing to wear or display his badge	Up to 4
4. Failure to display licence plates or roof sign as prescribed	Up to 6
5. Failure to display Hackney Fare Tariff	Up to 3
6. Failure to display interior licence plate	Up to 4
7. Appearance and/or conduct of driver	Up to 3
8. Allowing or smoking within the vehicle	Up to 4
9. General condition of vehicle	Up to 4
10. Excessive noise from equipment (Stereos/CBs etc.)	Up to 4
11. Failure to carry fire extinguisher	Up to 4
12. Failure to carry first aid kit	Up to 4
13. Displaying unauthorised signs or advertisements in or on the vehicle	Up to 4
14. Failure to display a current valid Vehicle Excise licence	Up to 3
15. Failure to display door signs	Up to 4
16. Failure to maintain obligatory Motor vehicles construction & use particulars	Up to 4
17. Failure to notify LA of involvement in any road traffic accident	Up to 4
18. Failure to notify LA of any damage to vehicle	Up to 4
19. Failure to notify the Licensing Authority of change of address	Up to 3
20. Failure to notify details of convictions obtained after issue of licence	Up to 4
21. Failure to keep accurate records of bookings by Operator.	Up to 5
22. Private Hire driver failing to carry details of journeys to be undertaken	Up to 3
23. Any other breach of conditions or unsatisfactory conduct.	Up to 6*

*At the discretion of Licensing Officer



NOTE:

- i) The driver shall ensure that he/she complies with the Conditions of the Licensing Authority's Code of Conduct for Hackney Carriage/Private Hire Vehicle drivers. Points will be endorsed upon the Dual Drivers licence and may be taken into consideration when determining whether a driver remains a fit and proper person to hold a licence.
- ii) If 12 or more penalty points are accrued upon the licence within a 12 month rolling period, the licence holder will be brought before the Licensing Authority's Sub-Committee. The Licensing Sub-Committee will then consider whether the licence(s) held should be revoked or suspended or curtailed or other action taken against the individual. The licence Holder will have a Right of Appeal to the Magistrates' Court against any decision of the Licensing Sub-Committee
- iii) The Licensing Sub-Committee reserve the right to determine whether or not a driver or operator's record indicates persistent non-compliance with Licensing Conditions, notwithstanding that they do not exceed 12 penalty points within a 12 month rolling period.
- iv) "Notify" within the context of this Code of Conduct means notification in writing by means of Registered Letter or Recorded Delivery. Documented Proof of Service of notification must be retained by the licence holder in case of dispute. Failure to produce such proof of notification will be deemed to be a failure to notify. A Recorded delivery receipt will not be accepted as evidence of intention to notify.
- v) Offences such as operating unlicensed vehicles, employing unlicensed drivers, using uninsured vehicles etc. will not be dealt with under the Licensing Authority's penalty point system. Such offences are likely to be dealt with by prosecution and possible revocation of licences.



CYNGOR SIR CEREDIGION COUNTY COUNCIL
Local Government (Miscellaneous) Provisions Act 1976

Part II

CONVICTIONS, CAUTIONS, WARNINGS AND ETC. NOTIFICATION FORM

COMPLETE USING BLOCK CAPITALS and BLACK INK													
Name:													
Address:													
Post Code:													
Date:						Dual driver N^o							
DVLA Licence N^o													
Offence:													
Court:													
Date of Offence:						D	D	M	M	Y	Y	Y	Y
Date of Conviction:						D	D	M	M	Y	Y	Y	Y
Penalty:													
Details of Offence:													
Offence:													
Court:													
Date of Offence:						D	D	M	M	Y	Y	Y	Y
Date of Conviction:						D	D	M	M	Y	Y	Y	Y
Penalty:													
Details of Offence:													
Offence:													
Court:													
Date of Offence:						D	D	M	M	Y	Y	Y	Y
Date of Conviction:						D	D	M	M	Y	Y	Y	Y
Penalty:													
Details of Offence:													
Signature:						Date:							
						D	D	M	M	Y	Y	Y	Y

This form must be completed and presented to the licensing authority within 14 days from the date of any conviction, caution, warning, reprimand or penalties, & endorsements. In the case of a custodial sentence the licensing authority should be notified as soon as is reasonably practicable.

Send the completed form to:

The Licensing Section, CCC, Penmorfa, Aberaeron, Ceredigion SA46 0PA | ☎ 01545 572179