



A meeting of the **LICENSING AND PROTECTION SUB-COMMITTEE** will be held in **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **MONDAY, 3 NOVEMBER 2025** at **11:00 AM** and you are requested to attend for the transaction of the following business:-

AGENDA

1. MINUTES (Pages 3 - 4)

To approve as a correct the Minutes of the meeting held on 29th September 2025.

Contact Officer: Democratic Services - (01480) 388169

2. MEMBERS INTERESTS

To receive from Members, declarations as to disclosable pecuniary other registerable and non-registerable interests in relation to any Agenda Item. See Notes below.

Contact Officer: Democratic Services - (01480) 388169

3. EXCLUSION OF PRESS AND PUBLIC

To resolve –

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to individuals and is subject to an obligation of confidentiality.

4. LICENSING AND PROTECTION SUB-COMMITTEE (Pages 5 - 6)

5. REVIEW OF A PRIVATE HIRE DRIVER'S LICENCE AND PRIVATE HIRE OPERATORS LICENCE (Pages 7 - 46)

To consider a report by the Licensing Team.

Contact Officer: Licensing - (01480) 387075

21 day of October 2025

Michelle Sacks

Chief Executive and Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

Filming, Photography and Recording (including Live Streaming) at Council Meetings

This meeting will be filmed for live and/or subsequent broadcast on the Council's YouTube site. The whole of the meeting will be filmed, except where there are confidential or exempt items. If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the meeting you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding the streaming of Council meetings, please contact Democratic Services on 01480 388169.

The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Democratic Services, Tel: 01480 388169 / email: Democratic.Services@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING AND PROTECTION SUB-COMMITTEE held in CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN on Monday, 29 September 2025.

PRESENT: Councillor B S Banks – Chair.

Councillors M L Beuttell, I D Gardener and P A Jordan.

8. MINUTES

The Minutes of the meeting of the Sub-Committee held on 8th May 2025 were approved as a correct record and signed by the Chair.

9. MEMBERS INTERESTS

No declarations were received.

10. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to individuals and is subject to an obligation of confidentiality.

11. LICENSING AND PROTECTION SUB-COMMITTEE PROCEDURE

The Licensing and Protection Sub-Committee's Procedure was received and noted.

12. REVIEW OF A PRIVATE HIRE LICENCE

With the assistance of a report by the Licensing Team (a copy of which is appended in the Annex to the Minute Book) the Sub-Committee considered an application from Mr MH whose application to renew his dual driver's licence had been referred to the Licensing and Protection Sub-Committee for consideration.

Copies of the applicant's checks undertaken by Driver and Vehicle Licensing Agency (DVLA) were provided to the Sub-Committee along with details to further clarify the Council's concerns and Members were advised of the options available to them in respect of this application.

Mr MH was then permitted to address the Sub-Committee and in doing so took the opportunity to explain the incident. Following questions from Members he then left the meeting to enable Members to make their determination.

The Sub-Committee gave careful consideration to the application, the information within the committee report, the contents of the DVLA checks together with the submission made by the applicant. The Sub-Committee also took into account the District Council's guidelines relating to the relevance and treatment of convictions, the District Council's Schedule of Conditions of licence, the legislative and policy provisions, statutory guidance and advice from their legal representative.

Whereupon, it was

RESOLVED

that the dual driver's licence not be renewed.

Chair



HUNTINGDONSHIRE DISTRICT COUNCIL

LICENSING AND PROTECTION SUB-COMMITTEE PROCEDURE

1. INTRODUCTION

- 1.1 The following proceedings apply to the Licensing and Protection Sub-Committees established by the Licensing and Protection Committee of Huntingdonshire District Council.

2. MEMBERSHIP

- 2.1 The Licensing and Protection Sub-Committee shall consist of four Members appointed from the Licensing and Protection Committee. In the event of the Chair of the Licensing and Protection Committee not being present, the Sub-Committee shall elect a Chair from amongst its members for the purpose of that meeting.
- 2.2 The quorum for meetings of a Sub-Committee shall be three members but a Sub-Committee shall always try to ensure that four members are present.
- 2.3 Members should endeavour to be present throughout the entire meeting. If a member is required to leave temporarily, the Chair shall adjourn the meeting whilst that member is unavailable. If a member is absent whilst that meeting is taking place, for any reason, they will not be able to take part in the matter under discussion on their arrival / return and can not vote on that matter.
- 2.4 A member will not take part in a meeting at which a matter is being discussed which relates to an application / case where either the applicant / licence holder is resident in or the premises is situated in the ward which s/he represents.

3 NOTICE OF MEETINGS

- 3.1 When the date of a Sub-Committee is arranged, notice shall be given to all parties.
- 3.2 The notice of the meeting shall be followed with a copy of the meeting agenda, 5 working days prior to the meeting.

4 THE MEETING

- 4.1 The Sub-Committee may exclude the public from all or part of a meeting where it considers the public interest in so doing outweighs the public interest in the meeting or that part of the meeting taking place in public. The Sub-Committee will normally resolve to exclude the public from that part of the meeting during which it determines the matter.

- 4.2 Subject to the above, a party may attend the meeting and may be assisted or represented by any person whether or not that person is legally qualified.
- 4.3 At the start of the meeting, the Chair will introduce the members of the Sub-Committee and any officers in attendance and shall ask the parties and any persons accompanying them to state their names and addresses or who they represent.
- 4.4 The Chair will explain to those present that the meeting is subject to this procedure, copies of which will have been distributed to the parties with the agenda for the meeting and shall ask if there are any questions of clarification or explanation about its contents.
- 4.5 The Licensing Officer will then present the application / case for consideration.
- 4.6 The Chair will then invite the applicant / licence Holder, or his representative to address the Sub-Committee on his application / case and to respond to any points upon which clarification is required. S/he may also call any person(s) to whom permission has been granted to appear in support of his/her application or case.
- 4.7 The applicant / licence holder, his representative or any person called on their behalf may be asked any questions upon their presentation by any Member of the Sub-Committee or by an officer of the Council.
- 4.8 The party or his representative or any of his witnesses may be asked any questions upon their presentation by any member of the Sub-Committee or by the applicant or his representative or any of the other parties present at the hearing or their representatives.
- 4.9 After the applicant / licence holder or his representative has addressed the Sub-Committee and after comments and questions have been invited, they will be invited to leave the meeting and await the decision of the Sub-Committee. An Officer from Legal Services will remain with the Sub-Committee to provide legal advice only.

5 Determination of Applications / Cases

- 5.1 At the conclusion of the meeting, the Sub-Committee will determine the application / case as soon as practicable after the meeting has concluded.
- 5.2 The Licensing Authority will notify the applicant / licence Holder and parties of its decision as soon as possible.

By virtue of paragraph(s) 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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