

Cheltenham Borough Council Licensing Sub-Committee - Miscellaneous Minutes

Meeting date: 4 February 2026

Meeting time: 6.00 pm - 8.00 pm

In attendance:

Councillors:

Dr Helen Pemberton, Julie Sankey, Dr David Willingham and Dilys Barrell

Also in attendance:

Michelle Bignell (Licensing and Public Protection Manager), Vikki Fennell (Senior Lawyer, One Legal) and Craig Daly (Licensing Officer)

1 Apologies

Apologies were received from Councillors Wheeler and Boyes. Councillor Barrell attended as a substitute.

Councillor Willingham was voted Chair of the committee with the absence of both the Chair and Vice Chair.

2 Declarations of Interest

There were none.

3 Review of a Hackney Carriage Drivers Licence

The committee voted unanimously on the following:

That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining agenda items as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if

members of the public are present there will be disclosed to them exempt information as defined in paragraph 1 and 2, Part (1) Schedule (12A) Local Government Act 1972, namely:

Paragraph 1; Information relating to any individual

Paragraph 2; Information which is likely to reveal the identity of an individual

The meeting entered exempt session.

The Senior Licensing Officer introduced the report as published.

Members asked the Licensing Officer questions and the driver had the chance to address the committee and answer any questions. He was also given the final right to reply.

The committee then retired to make their decision, the decision was delivered to the driver as follows:

The committee noted that the driver had accepted that what he had done was wrong but had not apologised. The committee noted that he had no previous record at all of breaching any rules since becoming a driver.

The committee unanimously decided that the driver be issued with a written warning. The committee stated that should he be called back to the committee anytime within the next 12 months, the consequences are likely to be more severe. The warning will remain on his record. He was advised of his rights to appeal.

4 Application for a Hackney Carriage Drivers Licence

The senior licensing officer introduced the report as published.

Members and the applicant both asked questions of the licensing officer. The applicant addressed the committee and answered their questions. The applicant was also given the final right of reply.

The committee then retired to make their decision, the decision was delivered to the driver as follows:

The committee deemed that the driver was fit and proper to hold a licence but it would be marked on his record that this incident had occurred should he come before the committee again this would be taken into account.

5 Review of a Hackney Carriage Drivers Licence

The Licensing Officer introduced the report as published, there were no Member or driver questions for the officer.

The driver addressed the committee and answered any Member questions, he was also given the final right of reply.

The driver and officers left the Chamber for the Members to debate the matter and make their decision.

The driver returned to the meeting and the decision was given as follows:

The committee unanimously voted to give a written warning to the driver, they explained that if there are any further incidents, damage, collision or criminal conduct he needs to contact the Council immediately. Any further issues will be taken to the committee and that the committee will be informed of this written warning.

6 BRIEFING NOTES

The Licensing and Public Protection Manager introduced the briefing notes as published.

There were no questions on the first and second consultations.

There were Member questions on the third consultation with regard to Local Transport Authorities and the licensing of taxis and private hire vehicles. The responses were as follows:

- If the public are interested in the consultation then there are links on the Licensing pages of the website.
- If there are suggestions of improvements to be made then Members of the committee can do this under their capacity as local councillors.
- The Chair thanked the team for their work on the Purple Flag.

7 Any Other Items the Chairman Determines Urgent and Which Requires a Decision

There were none.