

LICENSING SUB-COMMITTEE

Date: Tuesday 10 March 2026

Time: 10.00 am

Venue: Guildhall, High Street, Exeter

Members are invited to attend the above meeting to consider the items of business.

If you have an enquiry regarding any items on this agenda, please contact Josie McDonald, Democratic Services Officer on 01392 265354 or email democratic.services@exeter.gov.uk

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Membership -
Councillors Haigh and Holland

Agenda

Part I: Items suggested for discussion with the press and public present

1 **Appointment of Chair**

To appoint a Chair for the meeting.

2 **Declarations of Interest**

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda and which have not already been included in the register of interests, before any discussion takes place on the item. Unless the interest is sensitive, you must also disclose the nature of the interest. In accordance with the Council's Code of Conduct, you must then leave the room and must not participate in any further discussion of the item.

Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

3 **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 EXCLUSION OF PRESS AND PUBLIC**

To pass the following resolution:

RECOMMENDED that, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for item 6 on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part I of Schedule 12A of the Act.

LICENSING ACT 2003

- 4 **Application to Vary the Premises Licence - Newham Stores, South Street**
To consider the report of the Head of Service - Environment and Waste. (Pages 3 - 80)

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976

- 5 **Application to Renew Private Hire Vehicle licence over 10 years old**
To consider the report of the Head of Service - Environment and Waste. (Pages 81 - 122)

Part II: Item suggested for discussion with the press and public excluded

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

TOWN POLICE CLAUSES ACT 1847

- 6 **Hearing to Determine Whether a Holder of a Hackney Carriage / Private Hire Drivers Licence is a fit and proper person to hold a the licence**
To consider the report of the Head of Service - Environment and Waste. (Pages 123 - 132)

Individual reports on this agenda can be produced in other formats on request to Democratic Services on 01392 265425.

REPORT TO LICENSING SUB COMMITTEE

Date of Hearing:	10th March 2025
Report of:	Service Lead – Head of Environment and Waste
Type of Application:	To seek a VARIATION of the premises licence for Newham Stores
Premises Address:	12-13 South Street, Exeter, EX1 1DZ
Legislation:	Licensing Act 2003 (“the Act”)
Applicant:	Newham Stores (Exeter) Ltd

1. What is the report about?

- 1.1 The application attached as Appendix A has been received by the Licensing Authority for the VARIATION of a premises licence. The existing premises licence and plan is attached as Appendix B.

2. Are there any representations?

- 2.1 There have been two representations from City Councillors objecting to the variation relating to the Licensing Objectives of the Prevention of Public Nuisance, the Prevention of Crime and Disorder, Public Safety and the Protection of Children from Harm. The representations are attached at Appendix C.
- 2.2 One additional representation has been received from a Responsible Authority. The Environmental Health & Community Safety Manager Exeter City Council has submitted an objection with suggested additional conditions. This is attached at Appendix D

3. Report details:

3.1 The existing licence provisions are as follows:

Opening Hours

Monday to Sunday 00:00 – 00:00

Supply of Alcohol

Monday to Sunday 06.00 - 02.00

Late Night Refreshment

Monday to Sunday 23:00 – 05.00

The proposed variation:

Supply of Alcohol

Monday to Sunday 02.00 – 06.00

- 3.2 The Applicant seeks to add the licensing activity of the sale of alcohol during the hours of 02.00 and 06.00 by home delivery only, operating through a third-party service provider. This would be in addition to alcohol sales already allowed by the current licence.
- 3.3 The Premises has been operated by the Applicant since September 2014 and is situated within the Cumulative Impact Zone. The Licensing Authority has received a representation regarding cumulative impact triggering the rebuttable presumption that applications likely to add to the existing cumulative impact will normally be refused or subject to certain limitations, unless the Applicant can demonstrate in the operating schedule to the application that there will be no negative cumulative impact on the relevant Licensing Objectives.
- 3.4 The operating schedule of the Application refers to the conditions in the existing licence. The Applicant has agreed to conditions set out in in the representation made by the Environmental Health & Community Safety Manager of Exeter City Council. This is stated in Appendix H where the Applicant has also confirmed there is no intention to restrict the sale of alcohol to orders containing groceries.
- 3.5 The Application was advertised on the Premises and in the local newspaper on 16th January 2026 in line with the above legislation. The Premises advertisement is at **Appendix E**, and the newspaper advertisement is at **Appendix F**.
- 3.6 The notice of hearing attached at **Appendix F** was issued to all parties on 26th February 2026.

4. What are the legal aspects?

- 4.1 The Licensing Sub-Committee are required to have regard to;
 - 4.1.1 the steps that are appropriate to promote the Licensing Objectives;
 - Protection of children from harm
 - Prevention of public nuisance
 - Public safety
 - Prevention of crime and disorder
 - 4.1.2 the representations (including supporting information) presented by all the parties; and
 - 4.1.3 the Official Guidance issued under section 182 of the Licensing Act 2003 can be viewed at: [Revised guidance issued under section 182 of the Licensing Act 2003 \(February 2026\) \(accessible version\) - GOV.UK](#); and

4.1.4 the Licensing Authorities Statement of Licensing Policy which can be viewed at <https://exeter.gov.uk/media/5123/statement-of-licensing-policy-2020-2025.pdf>

4.2 In determining a licence application the Licensing Sub-Committee will consider each application on its merits.

4.3 The Licensing Sub-Committee, having regard to the representations, must take such of the following steps, if any, as it considers appropriate for the promotion of the Licensing Objectives.

- to modify the conditions of the licence; and/or
- to reject the whole or part of the application.

If the Licensing Sub-Committee considers that none of the above steps are appropriate for the promotion of the Licensing Objectives the Application shall be granted as applied for.

5. Recommendations:

5.1 The Licensing Sub-Committee are required to identify what steps, if any, need to be taken to determine the application.

Service Lead – Environmental Health & Community Safety

Author: **Geraldine Pendlington** Licensing Officer

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-
None

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

This page is intentionally left blank

APPENDIX A

* required information

Section 1 of 18

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

15477935

Business name

Newham Stores (Exeter) Limited

If your business is registered, use its registered name.

VAT number

-

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 18

APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable value of premises (£)

Section 3 of 18

VARIATION

Do you want the proposed variation to have effect as soon as possible? Yes No

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?

Yes No

You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Describe Briefly The Nature Of The Proposed Variation

Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.

Home delivery operating through a third party service provider arriving at and leaving the store allowing the sale of alcohol solely for this reason between 0200 and 0600, alongside general groceries.

Section 4 of 18

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will the schedule to provide plays be subject to change if this application to vary is successful?

Yes No

Section 5 of 18

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will the schedule to provide films be subject to change if this application to vary is successful?

Yes No

Section 6 of 18

PROVISION OF INDOOR SPORTING EVENTS

Continued from previous page...

[See guidance on regulated entertainment](#)

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

- Yes No

Section 7 of 18

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

- Yes No

Section 8 of 18

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide live music be subject to change if this application to vary is successful?

- Yes No

Section 9 of 18

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

- Yes No

Section 10 of 18

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

- Yes No

Section 11 of 18

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

- Yes No

Section 12 of 18

PROVISION OF LATE NIGHT REFRESHMENT

Continued from previous page...

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

- Yes No

Section 13 of 18

SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

- Yes No

Section 14 of 18

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

Provide information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

Section 15 of 18

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

I have enclosed the premises licence

I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

Section 16 of 18

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

Continued from previous page...

No change.

b) The prevention of crime and disorder

No change.

c) Public safety

No change.

d) The prevention of public nuisance

No change.

e) The protection of children from harm

No change.

Section 17 of 18

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 18 of 18

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Variation Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

DECLARATION

I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the

Continued from previous page...

* licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/exeter/change-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [Next >](#)

This page is intentionally left blank

APPENDIX B

Licensing Act 2003 - Premises Licence

Newham Stores EXE-P00483

Part 1 – Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

12 - 13 South Street, Exeter, EX1 1DZ, ,

WHERE THE LICENCE IS TIME LIMITED, THE DATES

Not applicable, licence is not time limited.

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Supply of Alcohol
Late Night Refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Supply of Alcohol (Alcohol is supplied for consumption off the Premise)

Monday to Sunday 06:00 - 02:00

Late Night Refreshment (Indoors)

Monday to Sunday 23:00 - 05:00

THE OPENING HOURS OF THE PREMISES

Monday to Sunday 00:00 - 00:00

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL, WHETHER THESE ARE ON AND/OR OFF SUPPLIES

Alcohol is supplied for consumption OFF the Premises

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Ross W Newham Pineheath New Road Rockbeare Exeter Devon

Email address rwnewham@hotmail.co.uk
Email address newhamstores@hotmail.com

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Ross W Newham Pineheath New Road Rockbeare Exeter Devon EX5 2HB

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. TE1000840

Licensing Authority: Teignbridge

ANNEX 1 – MANDATORY CONDITIONS

There shall be no sale or supply of alcohol when there is no Designated Premises Supervisor (DPS) in respect of this premises licence or at a time when the said Premises Supervisor does not hold a personal licence or when his/her licence is suspended.

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Any person used to carry out a security activity must be licensed by the Security Industry Authority.

The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either-

- (a) a holographic mark, or
- (b) an ultraviolet feature.

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2. For the purposes of the condition set out in paragraph 1-

- (a) duty is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- (b) permitted price is the price found by applying the formula-

$P = D + (D \times V)$ where-

- (i) P is the permitted price,
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol.

(c) relevant person means, in relation to premises in respect of which there is in force a premises licence-

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence.

(d) relevant person means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) value added tax means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (the first day) would be different from the permitted price on the next day (the second day) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

CCTV will be installed and maintained to the satisfaction of the Police. CCTV cameras will be placed inside and outside the premises.

A minimum of 1 door supervisor will be required on Friday nights and Saturday nights from midnight until the conclusion of the alcohol sales period.

Door supervisors will liaise with other door supervisors in the vicinity via radio or personal contact to ensure all patrons have left the area and are not congregating outside the premises.

A suitable and sufficient risk assessment will be produced to identify the need for door supervisors at any other time or on any other occasion.

A notice shall be prominently displayed identifying the period when alcohol sales are not being undertaken.

Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and to leave the area quietly.

All members of staff employed in the sale/supply of alcohol shall receive induction training for age restricted products and also training to recognise persons who are drunk and how to refuse service.

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING

There shall be no irresponsible promotional sales of alcohol at the premises where alcohol is sold at a price lower than that at which the same or similar alcoholic drinks are sold, or usually sold, on the premises.

All spirits shall be located behind the counter.

There shall be no sale of single cans of beer, lager or cider of 6% ABV or above from the premises.

No deliveries to the premises shall be arranged between 23.00 and 07.00.

No waste or recyclable materials, including bottles shall be moved, removed or placed in outside areas between 23.00 and 07.00.

ANNEX 4 – PLANS

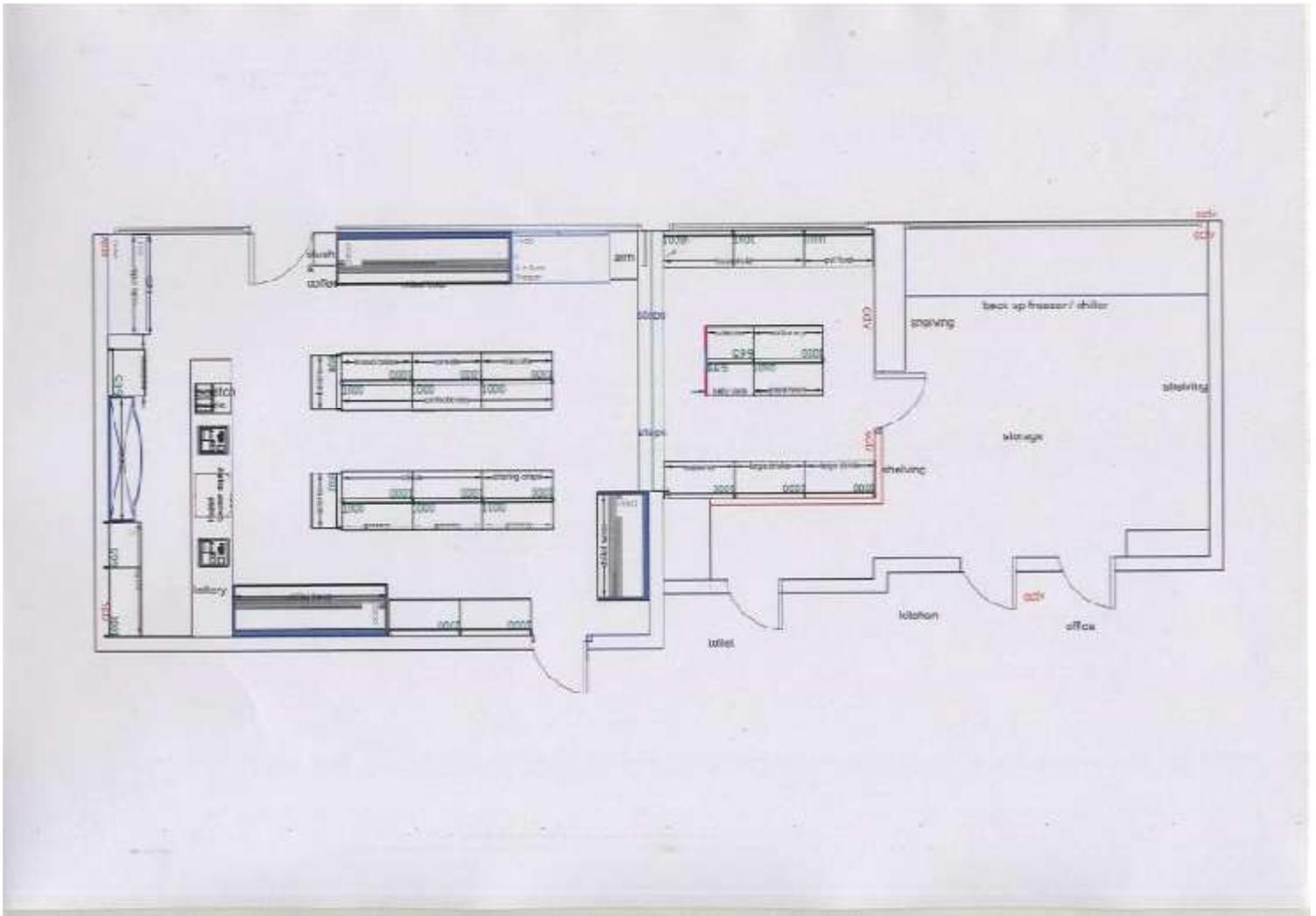
Please see attached.

Latest Plan of Premises details for Newham Stores

Details entered: 30 July 2014 at 9:10 by Sue Robins
Date requested:
Date received: **30/07/2014**
Appointment date:
Result:
Name:
Date commences:

Reason:
Appointment time:
Result Date:
Number:
Date expires:

Notes:



APPENDIX C

Exeter City Council – Licensing Act 2003

REPRESENTATION FORM

This representation is made about the premises to be licensed as detailed below:

Your full name	[REDACTED]
The name of the organisation / body you represent (if appropriate)	[REDACTED]
Postal address	[REDACTED]
Email address	[REDACTED]
Contact telephone number	[REDACTED]

Name of the premises you are making a representation about	Newham Stores (Exeter) Limited
Address of the premises you are making a representation about	12/13 South Street, Exeter, EX1 1DZ

Your representation must relate to one of the four Licensing Objectives

<i>Licensing Objective</i>	<i>Yes Or No</i>	<i>Please detail the evidence supporting your representation or the reason for your representation. Please use separate sheets if necessary</i>
To prevent crime and disorder	Yes	<p>My observation of the nighttime economy in the city centre, Queen Street, High Street, Cathedral Yard, Gandy Street etc. is that excessive overnight alcohol consumption frequently results in impaired judgment, vandalism, smashed bottles, littering, public urination and violent assault – both at, and when people return from, their gathering places / parties as well as increased incidences of domestic violence. Domestic violence is particularly harmful to women, and results in chronic trauma to the children who witness it which aside from the human cost may lead to long term significant burden upon public services. ias.org.uk research shows that alcohol is a factor in the majority of nighttime and weekend violent incidents.</p> <p>The extension of the hours and the convenience of delivery (with groceries) from this prominent and well known city centre location will I believe make the problem worse. People who were drinking earlier in the evening may be hungry and want to order groceries, either because the earlier drinking displaced eating or because of elapsed time since the last meal, and the consequent ordering of groceries is likely to be a driver for opportunistic ancillary overnight purchase of more alcohol due to impaired judgement. Convenience of home delivery will overcome natural deterrence to excess consumption of alcohol due to weather and lack of effort motivation.</p> <p>Although delivery may be available from other establishments, this would require some research and initiative, whereas from personal experience as a parent, and from observing behaviours in the shop itself, the Newham Stores central location is a well understood and well known brand that particularly and specifically attracts underage, street attached, vulnerable and alcohol addicted people and the convenience and primacy of its</p>

		prominent city centre location adds to the likelihood of inappropriate alcohol consumption during hours that will add to and compound the existing problems.
Public safety	Yes	<p>My observation of the nighttime economy in the city centre, Queen Street, High Street, Cathedral Yard, Gandy Street etc. is that excessive overnight alcohol consumption frequently results in impaired judgment, vandalism, smashed bottles, littering, public urination and violent assault – both at, and when people return from, their gathering places / parties as well as increased incidences of domestic violence. Domestic violence is particularly harmful to women, and results in chronic trauma to the children who witness it which aside from the human cost may lead to long term significant burden upon public services. ias.org.uk research shows that alcohol is a factor in the majority of nighttime and weekend violent incidents.</p> <p>The extension of the hours and the convenience of delivery (with groceries) from this prominent and well known city centre location will I believe make the problem worse. People who were drinking earlier in the evening may be hungry and want to order groceries, either because the earlier drinking displaced eating or because of elapsed time since the last meal, and the consequent ordering of groceries is likely to be a driver for opportunistic ancillary overnight purchase of more alcohol due to impaired judgement. Convenience of home delivery will overcome natural deterrence to excess consumption of alcohol due to weather and lack of effort motivation.</p> <p>Although delivery may be available from other establishments, this would require some research and initiative, whereas from personal experience as a parent, and from observing behaviours in the shop itself, the Newham Stores central location is a well understood and well known brand that particularly and specifically attracts underage, street attached, vulnerable and alcohol addicted people and the convenience and primacy of its prominent city centre location adds to the likelihood of inappropriate alcohol consumption during hours that will add to and compound the existing problems.</p>
To prevent public nuisance	Yes	<p>My observation of the nighttime economy in the city centre, Queen Street, High Street, Cathedral Yard, Gandy Street etc. is that excessive overnight alcohol consumption frequently results in impaired judgment, vandalism, smashed bottles, littering, public urination and violent assault – both at, and when people return from, their gathering places / parties as well as increased incidences of domestic violence. Domestic violence is particularly harmful to women, and results in chronic trauma to the children who witness it which aside from the human cost may lead to long term significant burden upon public services. ias.org.uk research shows that alcohol is a factor in the majority of nighttime and weekend violent incidents.</p> <p>The extension of the hours and the convenience of delivery (with groceries) from this prominent and well known city centre location will I believe make the problem worse. People who were drinking earlier in the evening may be hungry and want to order groceries, either because the earlier drinking displaced eating or because</p>

		<p>of elapsed time since the last meal, and the consequent ordering of groceries is likely to be a driver for opportunistic ancillary overnight purchase of more alcohol due to impaired judgement. Convenience of home delivery will overcome natural deterrence to excess consumption of alcohol due to weather and lack of effort motivation.</p> <p>Although delivery may be available from other establishments, this would require some research and initiative, whereas from personal experience as a parent, and from observing behaviours in the shop itself, the Newham Stores central location is a well understood and well known brand that particularly and specifically attracts underage, street attached, vulnerable and alcohol addicted people and the convenience and primacy of its prominent city centre location adds to the likelihood of inappropriate alcohol consumption during hours that will add to and compound the existing problems.</p>
<p>To protect children from harm</p>	<p>Yes</p>	<p>As a parent I have had repeated experience of young people visiting this specific premises late at night to obtain alcohol. This results in them being disorderly, becoming ill, vomiting and being hung over, which is disadvantageous to their goals and wellbeing, and creates nighttime disturbance with banging doors and prolongs drunken socialising beyond its natural limits. The extension of the hours and the convenience of delivery (with groceries) will I believe make the problem worse. Purchasing of groceries by young people who have not eaten because they have been drinking alcohol earlier, is actually likely to be a driver for opportunistic ancillary overnight purchase of more alcohol due to opportunity, suggestibility and impaired judgement. Convenience of home delivery will overcome weather and effort motivation deterrence. My observation of the nighttime economy in the city centre, Queen Street, High Street, Cathedral Yard, Gandy Street etc. is that excessive overnight alcohol consumption frequently results in impaired judgment, vandalism, smashed bottles, littering, public urination and violent assault when people return from their gathering places / parties. The extension of the hours and the convenience of delivery (with groceries) will I believe make the problem worse. People who were drinking earlier in the evening may be hungry and want to order groceries, either because the earlier drinking displaced eating or because of elapsed time since the last meal, and the consequent ordering of groceries is likely to be a driver for opportunistic ancillary overnight purchase of more alcohol due to impaired judgement. Convenience of home delivery will overcome weather and effort motivation deterrence.</p> <p>Although delivery may be available from other establishments, this requires some research whereas from personal experience as a parent, and from observing behaviours in the shop itself, the Newham Stores central location attracts young and alcohol addicted people and the convenience adds to the likelihood of inappropriate alcohol consumption.</p> <p>It is also likely that younger children in the home will be subject to disrupted sleep and exposure to noise and domestic violence as a result of the particular likelihood of</p>

	overnight alcohol purchase from this establishment due to its prominent location and already well known and established identity as a place for purchase of late night alcohol.
--	---

If you are making a representation against a new application or full variation, please suggest any conditions that could be added to the licence to remedy your representation (or other suggestions you would like the Licensing Sub Committee to take into account).	I considered this, but I do believe lack of resources to enforce specific licensing conditions would render such variations of condition ineffective.
---	---

Signed: [REDACTED]

Date: 5 February 2026

Please see notes on reverse

NOTES

If you are making a representation in relation to a 'new' premises or a 'full variation' please read the following notes:

1. If you do make a representation you will be able to attend a meeting of the Licensing Authority's Committee and any subsequent appeal proceeding. If you do not attend, the Committee will consider any representations that you have made in your absence.
2. This form must be returned within the statutory period of 28 days following submission of a valid application to the Licensing Authority.
3. You may make a representation wherever you live in relation to the premises but your representation must be relevant.
4. Representations can only relate to the four licensing objectives.
5. Your representation will be passed to the applicant, to allow them the opportunity of addressing your concerns. Your representations will be published in the report available to the Licensing Committee, which will be publicly available.
6. Please return this form when completed to:

Licensing, Exeter City Council, Civic Centre, Paris Street, Exeter EX1 1JN

Alternatively, you can email it to licensing.team@exeter.gov.uk.

If you are making a representation in relation to a 'minor variation' please read the following notes:

1. If you do make a representation, you should be aware that the application will be determined by an Officer. There will be no hearing and there is no right of appeal.
2. This form must be returned within the statutory period of 10 working days following submission of a valid application to the Licensing Authority.

3. You may make a representation wherever you live in relation to the premises but your representation must be relevant.
4. Representations can only relate to the four licensing objectives.
5. Please return this form when completed to:

Licensing, Exeter City Council, Civic Centre, Paris Street, Exeter EX1 1JN

Alternatively, you can email it to licensing.team@exeter.gov.uk.

Objection: Newham Stores

From [REDACTED]

Date Fri 06-Feb-26 10:00

To Licensing Team <licensing.team@exeter.gov.uk>

Cc [REDACTED]

Dear team

Licensing Objection: Newham Stores (Exeter) Limited, Proposed Off-Sales of Alcohol 2am–6am (delivery collection)

[REDACTED] object to this application on the grounds that extending off-sales of alcohol between 2am and 6am is likely to undermine the following Exeter City Council licensing objectives of :

- Prevention of Crime and Disorder
- Public Safety
- Prevention of Public Nuisance
- Protection of Children from Harm

The proposed operating model—late-night off-sales for delivery riders—creates significant and predictable risks to community safety, particularly for women and children, and increases the likelihood of alcohol-related domestic abuse and night-time disorder.

1. Prevention of Crime and Disorder

Extending the time and increasing availability of alcohol throughout the night is contrary to achieving this licensing objective. Off-sales purchased after pubs close are a known driver of continuation of drinking at home, escalation of intoxication and increased likelihood of violent incidents. Analysis of COVID-era restrictions (on-trade closures vs off-trade availability) shows that reducing certain forms of availability changes patterns of alcohol-related violence, indicating that availability and timing of sales are important levers for violence prevention [Oxford Academic](#).

Late-night availability of alcohol enables continuation of drinking after returning home, escalation of conflict during the highest-risk hours (11pm–3am, extending into early morning), increased severity of violence in the home. Allowing alcohol sales until 6am directly increases the likelihood of alcohol-fuelled harm to women, who are disproportionately the victims of domestic abuse.

Late-night off-sales are strongly associated with increased violence and disorder. Research consistently shows that alcohol availability during late-night hours increases the frequency and severity of alcohol-related violence. The majority of violent incidents in England and Wales occur at night and are alcohol-related—around 61% of night-time violent incidents (10pm–6am) and 62% of weekend violent incidents are linked to alcohol. [ias.org.uk](#)

A 2023 Institute of Alcohol Studies and University of Liverpool study found that when pubs and bars were closed during COVID-19 lockdowns, alcohol sold via off-trade (shops and supermarkets) remained a crucial driver of violent incidents — including domestic violence. Public Health England related academic work shows that alcohol increases both the occurrence and the severity of domestic violence, particularly in home-drinking contexts. [Home drinking during and post-COVID-19: Why the silence on domestic violence? - The University of Liverpool Repository](#)

2. Public Safety

While we do not know where the deliveries will be, anecdotally - having spoken to delivery bikers, we do know that it is just as likely to be a very local delivery, as it to be delivered elsewhere in the city. So it cannot be proven that there won't be a very local impact in the city centre, nor that those who are drinking will do so at home and stay at home.

International and UK studies consistently show that areas with dense licensed premises and extended late-night opening have higher levels of violence and disorder in town and city centres. [JRep - Nottingham Trent University ias.org.uk](#). The store is in the Exeter Cumulative Impact Zone where there are a variety of sales models which significantly increases the availability of alcohol in this area which has suffered from serious ASB, and violence against women at night.

Concentrated late-night availability of alcohol, on or off sales, is strongly associated with higher levels of assault, disorder, and police demand. The tight implementation of licensing policies is recommended by the College of Policing in order to reduce violence against women: [Reducing violence in the night-time economy | College of Policing](#)

Delivery removes safeguards, unlike in-person sales, delivery bypasses face-to-face assessment of intoxication, enables alcohol to be supplied to individuals already drunk and removes the ability to refuse service based on behaviour or vulnerability. This undermines public safety and increases the risk of harm.

3. Prevention of Public Nuisance

Delivery-based collection increases the risk of public nuisance and impact on resident amenity:

- Riders arriving at 2–6am increase the likelihood of noise e.g. door slamming, engine noise etc, disturbance, and may congregate outside the premises, there are flats opposite the shop.
- There is no effective way to evidence who has purchased and who ultimately consumes the alcohol.
- Alcohol can be delivered to unsafe or unsuitable environments, including homes where domestic abuse is already a risk factor.

This sales model is fundamentally different from traditional off-sales, where customers are physically present and age-verified.

4. Protection of Children from Harm

Children are directly harmed by alcohol-related domestic abuse. Alcohol misuse is a factor in around 40% of cases involving children in need. Evidence shows a substantial share of domestic violence is alcohol-related, and changes in alcohol availability—including late-night off-sales—affect patterns of violence in the home, with direct consequences for children's safety and wellbeing." [Oxford Academic](#)

Late-night drinking increases the risks to children including exposure to domestic violence, emotional

and psychological harm, unsafe home environments, neglect due to parental intoxication. Allowing alcohol to be purchased at 2–6am may increase the likelihood that children will be present during or affected by alcohol-fuelled conflict.

We therefore request refusal of the application in full.

best wishes

[Redacted]

[Redacted]

Household support information for support bills and essentials: [Household Support Fund - Household Support Fund 7 - Exeter City Council](#)

Promoted by [Redacted] c/o Exeter City Council, Paris Street, Exeter. EX11JN

This page is intentionally left blank

APPENDIX D

EXETER CITY LICENSING AUTHORITY

Licensing Act 2003: Representation form

NOTE: This form includes a section to confirm successful mediation between Responsible Authorities and the applicant. This includes the agreement of conditions.

1. Your details

Responsible Authority:	Exeter City Council
Your Name:	██████████
Job Title:	██
Postal address:	The Civic Centre
Email address:	██
Contact telephone number:	██████████

2. Premises details

Name of the premises you are making a representation about:	Newham Stores
Name of the applicant:	Ross Newham
Address of the premises you are making a representation about:	12-13 South Street, Exeter, EX1 1DZ

3. Representation information

Which of the four licensing objectives does your representation relate to?	Yes Or No	Please detail the reason(s) for your representation, including any relevant evidence. This <u>MUST</u> include a clear statement as to why the representation is considered appropriate and necessary. Please use separate sheets if necessary.
To prevent crime and disorder		
Public safety		
To prevent public nuisance		
To protect children from harm	Yes	The applicant has not stated how online sales will be controlled and has offered no further conditions in relation to online grocery deliveries with accompanying alcohol sales. This raises concern that children may have access to these online sales and therefore suitable conditions are required to protect children from harm (see attached)

4. Additional information and mediation

Do you have any suggested conditions or alterations to the application that would remedy your representation? If so, please list them clearly. Please use separate sheets if necessary.	See attached sheet	
If the applicant agrees to the amendments you have set out in the box above, would you be willing to withdraw your representation?	Yes	
If you agree to withdraw your representation, do you also agree that there is no need for a hearing?	Yes	
If you are unwilling to withdraw your representation, please detail the reasons for this. This information will be provided to the licensing sub-committee in advance of a hearing.		
Any additional information?		

Signed: 

Date: 12/2/26

Please return this form along with any additional sheets to: Exeter City Licensing Authority, Civic Centre, Paris Street, Exeter EX1 1JN or email to licensing.team@exeter.gov.uk. This form must be returned within the Statutory Period.

5. Confirmation of agreement

If an amendment to the application has been agreed between the applicant and the Responsible Authority making the representation, the applicant must sign below to confirm the amendments to the application set out above and their agreement.

Name of applicant:

Signed:

Date:

Suggested Conditions for Newham Stores

O1	Alcohol can only be ordered for delivery to a residential or business address and not to a public place.
O2	Alcohol can only be ordered for delivery to the person placing the order.
O3	Full address details, including postcode, must be given when placing an online order for alcohol.
O4	At the time an online order for alcohol is placed a declaration will be required from the person placing the order that the person is over 18 years of age.
O5	Customers will be reminded that it is a criminal offence for a person under 18 to purchase or attempt to purchase alcohol and that it is also an offence to purchase alcohol on behalf of a person under 18.
O6	All licence conditions pertaining to the online sale of alcohol must be part of the 'Terms and Conditions' which must be displayed on the website or any other promotional material and expressly brought to the attention of the buyer at the time of ordering in particular the right and obligation of the driver to refuse delivery in specified circumstances.
O7	Drivers will not deliver alcohol to any person anywhere other than at the residential address given when the order was placed.
O8	Alcohol will only be delivered to the person who placed the order and whose name appears on the credit/debit card (if used).
O9	Alcohol delivery will be refused if the driver considers the person receiving the delivery to be under the influence of alcohol or drugs.
O10	If a delivery driver considers the recipient of alcohol to appear under 25, recognised photographic identification (refer to mandatory conditions) will be requested and must be provided evidencing the recipient to be at least 18 years of age before any alcohol is handed over.
O11	Alcohol delivery will be refused if the delivery driver believes that the alcohol was purchased on behalf of another person who is not 18 years or over.
O12	When executing a delivery of alcohol only pre-ordered alcohol may be carried by the delivery vehicle.
O13	Alcohol will only be delivered as part of an online grocery order and must be ancillary to the grocery order.

APPENDIX E

Public Notice

Licensing Act 2003

APPLICATION TO VARY A PREMISES LICENCE

Newham Stores (Exeter) Limited, have applied to Exeter City Council Licensing Authority for a variation of their Premises Licence at **12/13 South Street Exeter EX1 1DZ** as shown below.

To extend alcohol sales by the following;

Home delivery, operating through a third party service provider solely, for alcohol sales alongside groceries.

Monday to Sunday 02.00 to 06.00

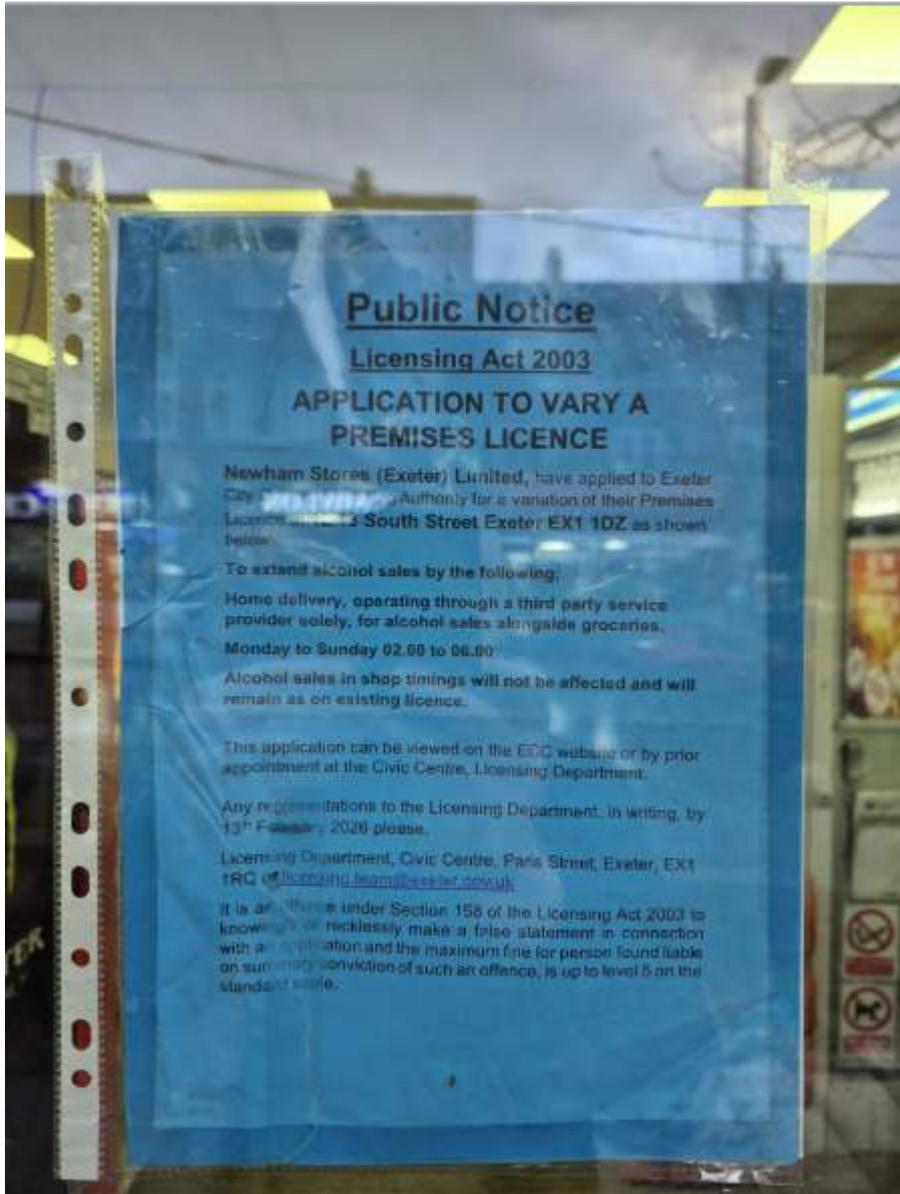
Alcohol sales in shop timings will not be affected and will remain as on existing licence.

This application can be viewed on the ECC website or by prior appointment at the Civic Centre, Licensing Department.

Any representations to the Licensing Department, in writing, by 13th February 2026 please.

Licensing Department, Civic Centre, Paris Street, Exeter, EX1 1RQ or licensing.team@exeter.gov.uk

It is an offence under Section 158 of the Licensing Act 2003 to knowingly or recklessly make a false statement in connection with an application and the maximum fine for person found liable on summary conviction of such an offence, is up to level 5 on the standard scale.



This page is intentionally left blank

APPENDIX F

APPLICATION TO VARY A PREMISES LICENCE

Newham Stores (Exeter) Limited, have applied to Exeter City Council Licensing Authority for a variation of their Premises Licence at 12/13 South Street Exeter EX1 1DZ as shown below.

To extend alcohol sales by the following;

Home delivery, operating through a third party service provider solely, for alcohol sales alongside groceries.

Monday to Sunday 02.00 to 06.00

Alcohol sales in shop timings will not be affected and will remain as on existing licence.

This application can be viewed on the ECC website or by prior appointment at the Civic Centre, Licensing Department.

Any representations to the Licensing Department, in writing, by 13th February 2026 please.

Licensing Department, Civic Centre, Paris Street, Exeter, EX1 1RQ or licensing.team@exeter.gov.uk

It is an offence under Section 158 of the Licensing Act 2003 to knowingly or recklessly make a false statement in connection with an application and the maximum fine for person found liable on summary conviction of such an offence, is up to level 5 on the standard scale.

APPENDIX H

EXETER CITY COUNCIL
LICENSING ACT 2003

NOTICE OF HEARING BEFORE A LICENSING SUB-COMMITTEE

Date: 26.02.2026

Name: [REDACTED]

Address: By email; [REDACTED]

Case Number: [REDACTED]

Application: By: Newham Stores (Exeter) Ltd

Application for a Variation to a Premise Licence EXE-P00483

PLEASE NOTE that the hearing of this application will be heard by the licensing sub-committee sitting

AT: The Guildhall *The High Street Exeter*

AT: 10.00

ON: 10.03.2026

[REDACTED]

You must respond to this notice if you wish to address the sub-committee. Please turn to page 2 which explains how and by when you should respond.

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

ADDRESS ALL CORRESPONDENCE TO:

Nigel J Marston, Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
E-mail: licensing.team@exeter.gov.uk

RESPONSE TO NOTICE OF HEARING

You are required by Regulation 8 of The Licensing Act 2003 (Hearings) Regulations 2005 to give the Principal Licensing Officer a notice:-

- a) stating whether you consider a hearing to be unnecessary;
- b) stating whether you intend to attend and/or be represented at the hearing;
and
- c) requesting permission if you wish any other person to appear at the hearing, stating that person's name and giving a brief description of the point(s) on which that person may be able to assist the licensing sub-committee in relation to your application, representations or objection (as applicable).

PLEASE SEND THIS INFORMATION TO:

The Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
Tel: 01392 265430 E-mail: licensing.team@exeter.gov.uk

TO ARRIVE BY NO LATER THAN: 17.00hrs on Friday 6th March 2026

Accompanying this notice you will find information about the licensing sub-committee hearing procedure together with copies of any documents which have to be disclosed to you prior to the hearing. Please supply any further information that you intend to rely on in the hearing by the above date.

**EXETER CITY COUNCIL – LICENSING ACT 2003
PROCEDURE AT LICENSING SUB-COMMITTEE HEARINGS
INFORMATION FOR PARTIES**

References in these notes to “the Act” are to the Licensing Act 2003 and references to “the Regulations” are to The Licensing Act 2003 (Hearings) Regulations 2005.

1. Right of attendance, assistance and representation

You may attend the hearing and be assisted or represented by any person whether or not that person is legally qualified. This right is subject to the licensing authority’s right to exclude any person from a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing taking place in public.

2. Representations and supporting information

At the hearing you will be entitled:-

- a) to address the sub-committee;
- b) to give further information in support of your application, representations or notice (as applicable) in response to any point(s) upon which the licensing authority has advised that you will be required to provide clarification (see page 2 above); and
- c) if given permission by the sub-committee, to question any other party.

3. Consequences if you fail to attend or be represented

- 3.1 If you inform the licensing authority that you do not intend to attend or be represented at the hearing, the hearing may proceed in your absence.
- 3.2 If you do not so inform the licensing authority and then fail to attend or be represented at the hearing, the hearing may either be adjourned to a specified date or be held in your absence.
- 3.3 Where the hearing is held in your absence, the sub-committee will consider your application, representations or notice (as applicable).
- 3.4 Where the hearing is adjourned to a specified date you will be notified of the date, time and place to which the hearing has been adjourned.

4. Procedure to be followed at the hearing

- 4.1 The Chair shall open the sub-committee and remind Members of their obligation to declare any personal and prejudicial interests.
- 4.2 If appropriate, the sub-committee may make a resolution under Section 100A of the local Government Act 1972 to exclude the public from the hearing of a particular matter. Alternatively the sub-committee may make a resolution to exclude the public from the hearing of a particular matter where it considers this to be in the public interest.

- 4.3 The Chair shall identify the elected Members, the Legal Adviser, the Member Services Officer (and the Licensing Officer, if present) for the benefit of those attending the hearing. The Chair shall explain the officers' respective roles.
- 4.4 Each matter to be dealt with by the sub-committee shall be called in turn, usually in the order listed on the sub-committee agenda. However, the Chair may change the order at his/her discretion.
- 4.5 If the matter is being heard in private, the Member Services Officer will direct everyone except the Members, officers and parties to leave the room.
- 4.6 As each matter is called, the Chair will ask all the parties to identify themselves. Parties may be assisted or represented by any person whether or not that person is legally qualified, except that the sub-committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return, or permit them to return only on such conditions as the sub-committee may specify; but such a person may, before the end of the hearing, submit to the sub-committee in writing any information which they would have been entitled to give orally had they not been required to leave.
- 4.7 The Chair (or Legal Adviser) will ask the parties if they understand the procedure to be followed and, if not, will explain the procedure to them, including any maximum time-limit to be imposed in respect of each party's representations.
- 4.8 If a party has informed the authority that he will not be attending or be represented at the hearing, it may proceed in his absence. If a party who has not informed the authority that he will not be attending or represented fails to attend or be represented, the sub-committee may hold the hearing in that party's absence or, if it considers it to be necessary in the public interest, adjourn the hearing to a specified date.
- 4.9 Where the authority holds a hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- 4.10 Where the authority adjourns a hearing to a specified date, it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.
- 4.11 The Chair (or Legal Adviser or Licensing Officer) will introduce the matter by outlining the relevant facts. If the Licensing Officer attends, the Members may consult him at any time during the hearing to clarify any point relating to the application.

- 4.12 The sub-committee shall consider any request(s) previously made by any party(s) (in its Response to Notice of Hearing) for permission for another person to appear, and such permission shall not be unreasonably withheld.
- 4.13 The Chair (or Legal Adviser) will invite the applicant(s) to present his case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.14 Members of the sub-committee may ask questions of the applicant(s) and of any other person appearing on behalf of the applicant. Any other party may ask questions with the permission of the sub-committee.
- 4.15 The Chair (or Legal Adviser) will then invite each interested party and/or responsible authority in turn to present its case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.16 Members of the sub-committee may ask questions of each party who has addressed them and of any other person appearing on that party's behalf. Any other party may ask questions with the permission of the sub-committee.
- 4.17 The Chair (or Legal Adviser) will then invite the applicant to respond to the representations made by the other parties.
- 4.18 Where the sub-committee sets a maximum time-limit for each party to present its case, that time-limit shall apply to all parties.
- 4.19 Applications, relevant representations and/or notices shall have been sent to the authority, and to the other parties entitled to receive them, prior to the hearing within the statutory time-limits. The sub-committee may, at its discretion take into account additional documentary or other information produced by a party in support of its application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing. Any party seeking to produce additional documentary information shall provide sufficient copies for the Members, officers and other parties attending the hearing.
- 4.20 The sub-committee shall disregard any information given or evidence produced by a party or a witness which is not relevant to:-
- (1) its application, representations or notice (as applicable), and
 - (2) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a Chief Officer of Police, the crime prevention objective.

5. Evidence

The strict legal rules of evidence shall not apply and evidence shall not be given on oath.

6. Legal Advice

6.1 The role of the sub-committee's Legal Adviser is to provide the Members with advice on:-

- questions of law;
- matters of practice and procedure;
- the options available to the sub-committee in making their decision;
- any relevant decisions of superior courts, or other guidelines (eg. - Government Guidance on the 2003 Act and the Council's Statement of Licensing Policy);
- other issues relevant to the matter before the sub-committee (eg. any consultation currently in progress through Council etc.)
- where appropriate to assist the sub-committee in recording the reasons for its determination.

6.2 The Legal Adviser may ask questions of parties and persons appearing on their behalf in order to clarify the evidence and any issues in the case.

6.3 The Legal Adviser has a duty to ensure that every case is conducted fairly.

7. Determination of applications

7.1 When all the evidence has been heard, the Members may withdraw to make their deliberations. The Member Services Officer and the Legal Adviser may remain with the sub-committee to give legal or procedural advice, but the Members will make the determination.

7.2 If the sub-committee needs to ask any further questions of any party, all parties will be asked to return before the sub-committee.

7.3 In the case of hearings held under the following sections of the Act, the sub-committee shall make its determination at the conclusion of the hearing:

- Hearing to consider police objection to temporary event notice [s.105(2)(a)]
- Hearing to consider review of premises licence following closure order [s.167(5)(a)]
- Hearing to determine application for conversion of existing licence to a new premises licence [Schedule 8, para 4(3)(a)]

- Hearing to determine application to vary a premises licence which is made at the same time as an application to convert an existing licence [s. 35 or s.39]
- Hearing to determine application for conversion of existing club certificate to a new club premises certificate [Schedule 8, para 16(3)(a)]
- Hearing to determine application to vary club premises certificate which is made at the same time as an application to convert an existing club registration certificate [s.85]
- Hearing to determine application for grant of personal licence to existing justices' licence holder [Schedule 8, para 26(3)(a)]

7.4 In any other case the authority shall make its determination within the period of 5 working days beginning with the day (or the last day) on which the hearing was held.

7.5 Where all the parties have agreed that no hearing is required, the authority shall make its determination within the period of 10 working days beginning with the day on which it gives notice to the parties.

8. Quorum

8.1 The quorum for any hearing of a licensing sub-committee shall be two (2) Members.

8.2 Determinations shall be made by a majority vote with the Chair having a casting vote in the event of an inconclusive result.

9. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for 6 years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of that appeal. This shall be the responsibility of the Member Services Officer.

10. Irregularities

10.1 Any irregularity resulting from any failure to comply with any provision of the Regulations before the authority has made a determination shall not of itself render the proceedings void.

10.2 In the case of any such irregularity, where it considers that any person may have been prejudiced as a result, the authority shall take such steps as it thinks fit to remedy the irregularity before reaching its determination.

10.3 The authority may correct clerical mistakes in any document recording a decision of the authority or errors arising in such a document from an accidental slip or omission.

11. Form of notices

- 11.1 Any notices required to be given under this procedure (and/or under the Regulations) must be given in writing.
- 11.2 The requirement that any notice must be given in writing shall be satisfied where:-
- (a) the text of the notice
 - (i) is transmitted by electronic means;
 - (ii) is capable of being accessed by the recipient;
 - (iii) is legible in all material respects; and
 - (iv) is capable of being reproduced in written form and used for subsequent reference;
 - (b) the person to whom the notice is to be given has agreed in advance that such a notice may be given to them by electronic means; and
 - (c) forthwith on sending the text of the notice by electronic means, the notice is given to the recipient in writing.
- 11.3 Where the text of the notice is transmitted by electronic means, the giving of the notice shall be effected at the time the requirements of paragraph 15.2(a) are satisfied.

S:/CS/Legal/LR/licensingprocedures/noticeof hearing.doc

EXETER CITY COUNCIL
LICENSING ACT 2003

NOTICE OF HEARING BEFORE A LICENSING SUB-COMMITTEE

Date: 26.02.2026

Name: [REDACTED]

Address: By email; [REDACTED]

Case Number: [REDACTED]

Application: By: Newham Stores (Exeter) Ltd

Application for a Variation to a Premise Licence EXE-P00483

PLEASE NOTE that the hearing of this application will be heard by the licensing sub-committee sitting

AT: The Guildhall *The High Street Exeter*

AT: 10.00

ON: 10.03.2026

[REDACTED]

You must respond to this notice if you wish to address the sub-committee. Please turn to page 2 which explains how and by when you should respond.

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

ADDRESS ALL CORRESPONDENCE TO:

Nigel J Marston, Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
E-mail: licensing.team@exeter.gov.uk

RESPONSE TO NOTICE OF HEARING

You are required by Regulation 8 of The Licensing Act 2003 (Hearings) Regulations 2005 to give the Principal Licensing Officer a notice:-

- a) stating whether you consider a hearing to be unnecessary;
- b) stating whether you intend to attend and/or be represented at the hearing;
and
- c) requesting permission if you wish any other person to appear at the hearing, stating that person's name and giving a brief description of the point(s) on which that person may be able to assist the licensing sub-committee in relation to your application, representations or objection (as applicable).

PLEASE SEND THIS INFORMATION TO:

The Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
Tel: 01392 265430 E-mail: licensing.team@exeter.gov.uk

TO ARRIVE BY NO LATER THAN: 17.00hrs on Friday 6th March 2026

Accompanying this notice you will find information about the licensing sub-committee hearing procedure together with copies of any documents which have to be disclosed to you prior to the hearing. Please supply any further information that you intend to rely on in the hearing by the above date.

**EXETER CITY COUNCIL – LICENSING ACT 2003
PROCEDURE AT LICENSING SUB-COMMITTEE HEARINGS
INFORMATION FOR PARTIES**

References in these notes to “the Act” are to the Licensing Act 2003 and references to “the Regulations” are to The Licensing Act 2003 (Hearings) Regulations 2005.

1. Right of attendance, assistance and representation

You may attend the hearing and be assisted or represented by any person whether or not that person is legally qualified. This right is subject to the licensing authority’s right to exclude any person from a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing taking place in public.

2. Representations and supporting information

At the hearing you will be entitled:-

- a) to address the sub-committee;
- b) to give further information in support of your application, representations or notice (as applicable) in response to any point(s) upon which the licensing authority has advised that you will be required to provide clarification (see page 2 above); and
- c) if given permission by the sub-committee, to question any other party.

3. Consequences if you fail to attend or be represented

- 3.1 If you inform the licensing authority that you do not intend to attend or be represented at the hearing, the hearing may proceed in your absence.
- 3.2 If you do not so inform the licensing authority and then fail to attend or be represented at the hearing, the hearing may either be adjourned to a specified date or be held in your absence.
- 3.3 Where the hearing is held in your absence, the sub-committee will consider your application, representations or notice (as applicable).
- 3.4 Where the hearing is adjourned to a specified date you will be notified of the date, time and place to which the hearing has been adjourned.

4. Procedure to be followed at the hearing

- 4.1 The Chair shall open the sub-committee and remind Members of their obligation to declare any personal and prejudicial interests.
- 4.2 If appropriate, the sub-committee may make a resolution under Section 100A of the local Government Act 1972 to exclude the public from the hearing of a particular matter. Alternatively the sub-committee may make a resolution to exclude the public from the hearing of a particular matter where it considers this to be in the public interest.

- 4.3 The Chair shall identify the elected Members, the Legal Adviser, the Member Services Officer (and the Licensing Officer, if present) for the benefit of those attending the hearing. The Chair shall explain the officers' respective roles.
- 4.4 Each matter to be dealt with by the sub-committee shall be called in turn, usually in the order listed on the sub-committee agenda. However, the Chair may change the order at his/her discretion.
- 4.5 If the matter is being heard in private, the Member Services Officer will direct everyone except the Members, officers and parties to leave the room.
- 4.6 As each matter is called, the Chair will ask all the parties to identify themselves. Parties may be assisted or represented by any person whether or not that person is legally qualified, except that the sub-committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return, or permit them to return only on such conditions as the sub-committee may specify; but such a person may, before the end of the hearing, submit to the sub-committee in writing any information which they would have been entitled to give orally had they not been required to leave.
- 4.7 The Chair (or Legal Adviser) will ask the parties if they understand the procedure to be followed and, if not, will explain the procedure to them, including any maximum time-limit to be imposed in respect of each party's representations.
- 4.8 If a party has informed the authority that he will not be attending or be represented at the hearing, it may proceed in his absence. If a party who has not informed the authority that he will not be attending or represented fails to attend or be represented, the sub-committee may hold the hearing in that party's absence or, if it considers it to be necessary in the public interest, adjourn the hearing to a specified date.
- 4.9 Where the authority holds a hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- 4.10 Where the authority adjourns a hearing to a specified date, it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.
- 4.11 The Chair (or Legal Adviser or Licensing Officer) will introduce the matter by outlining the relevant facts. If the Licensing Officer attends, the Members may consult him at any time during the hearing to clarify any point relating to the application.

- 4.12 The sub-committee shall consider any request(s) previously made by any party(s) (in its Response to Notice of Hearing) for permission for another person to appear, and such permission shall not be unreasonably withheld.
- 4.13 The Chair (or Legal Adviser) will invite the applicant(s) to present his case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.14 Members of the sub-committee may ask questions of the applicant(s) and of any other person appearing on behalf of the applicant. Any other party may ask questions with the permission of the sub-committee.
- 4.15 The Chair (or Legal Adviser) will then invite each interested party and/or responsible authority in turn to present its case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.16 Members of the sub-committee may ask questions of each party who has addressed them and of any other person appearing on that party's behalf. Any other party may ask questions with the permission of the sub-committee.
- 4.17 The Chair (or Legal Adviser) will then invite the applicant to respond to the representations made by the other parties.
- 4.18 Where the sub-committee sets a maximum time-limit for each party to present its case, that time-limit shall apply to all parties.
- 4.19 Applications, relevant representations and/or notices shall have been sent to the authority, and to the other parties entitled to receive them, prior to the hearing within the statutory time-limits. The sub-committee may, at its discretion take into account additional documentary or other information produced by a party in support of its application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing. Any party seeking to produce additional documentary information shall provide sufficient copies for the Members, officers and other parties attending the hearing.
- 4.20 The sub-committee shall disregard any information given or evidence produced by a party or a witness which is not relevant to:-
- (1) its application, representations or notice (as applicable), and
 - (2) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a Chief Officer of Police, the crime prevention objective.

5. Evidence

The strict legal rules of evidence shall not apply and evidence shall not be given on oath.

6. Legal Advice

6.1 The role of the sub-committee's Legal Adviser is to provide the Members with advice on:-

- questions of law;
- matters of practice and procedure;
- the options available to the sub-committee in making their decision;
- any relevant decisions of superior courts, or other guidelines (eg. - Government Guidance on the 2003 Act and the Council's Statement of Licensing Policy);
- other issues relevant to the matter before the sub-committee (eg. any consultation currently in progress through Council etc.)
- where appropriate to assist the sub-committee in recording the reasons for its determination.

6.2 The Legal Adviser may ask questions of parties and persons appearing on their behalf in order to clarify the evidence and any issues in the case.

6.3 The Legal Adviser has a duty to ensure that every case is conducted fairly.

7. Determination of applications

7.1 When all the evidence has been heard, the Members may withdraw to make their deliberations. The Member Services Officer and the Legal Adviser may remain with the sub-committee to give legal or procedural advice, but the Members will make the determination.

7.2 If the sub-committee needs to ask any further questions of any party, all parties will be asked to return before the sub-committee.

7.3 In the case of hearings held under the following sections of the Act, the sub-committee shall make its determination at the conclusion of the hearing:

- Hearing to consider police objection to temporary event notice [s.105(2)(a)]
- Hearing to consider review of premises licence following closure order [s.167(5)(a)]
- Hearing to determine application for conversion of existing licence to a new premises licence [Schedule 8, para 4(3)(a)]

- Hearing to determine application to vary a premises licence which is made at the same time as an application to convert an existing licence [s. 35 or s.39]
- Hearing to determine application for conversion of existing club certificate to a new club premises certificate [Schedule 8, para 16(3)(a)]
- Hearing to determine application to vary club premises certificate which is made at the same time as an application to convert an existing club registration certificate [s.85]
- Hearing to determine application for grant of personal licence to existing justices' licence holder [Schedule 8, para 26(3)(a)]

7.4 In any other case the authority shall make its determination within the period of 5 working days beginning with the day (or the last day) on which the hearing was held.

7.5 Where all the parties have agreed that no hearing is required, the authority shall make its determination within the period of 10 working days beginning with the day on which it gives notice to the parties.

8. Quorum

8.1 The quorum for any hearing of a licensing sub-committee shall be two (2) Members.

8.2 Determinations shall be made by a majority vote with the Chair having a casting vote in the event of an inconclusive result.

9. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for 6 years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of that appeal. This shall be the responsibility of the Member Services Officer.

10. Irregularities

10.1 Any irregularity resulting from any failure to comply with any provision of the Regulations before the authority has made a determination shall not of itself render the proceedings void.

10.2 In the case of any such irregularity, where it considers that any person may have been prejudiced as a result, the authority shall take such steps as it thinks fit to remedy the irregularity before reaching its determination.

10.3 The authority may correct clerical mistakes in any document recording a decision of the authority or errors arising in such a document from an accidental slip or omission.

11. Form of notices

- 11.1 Any notices required to be given under this procedure (and/or under the Regulations) must be given in writing.
- 11.2 The requirement that any notice must be given in writing shall be satisfied where:-
- (a) the text of the notice
 - (i) is transmitted by electronic means;
 - (ii) is capable of being accessed by the recipient;
 - (iii) is legible in all material respects; and
 - (iv) is capable of being reproduced in written form and used for subsequent reference;
 - (b) the person to whom the notice is to be given has agreed in advance that such a notice may be given to them by electronic means; and
 - (c) forthwith on sending the text of the notice by electronic means, the notice is given to the recipient in writing.
- 11.3 Where the text of the notice is transmitted by electronic means, the giving of the notice shall be effected at the time the requirements of paragraph 15.2(a) are satisfied.

S:/CS/Legal/LR/licensingprocedures/noticeof hearing.doc

EXETER CITY COUNCIL
LICENSING ACT 2003

NOTICE OF HEARING BEFORE A LICENSING SUB-COMMITTEE

Date: 26.02.2026

Name: [REDACTED]

Address: By email; [REDACTED]

Case Number: [REDACTED]

Application: By: Newham Stores (Exeter) Ltd

Application for a Variation to a Premise Licence EXE-P00483

PLEASE NOTE that the hearing of this application will be heard by the licensing sub-committee sitting

AT: The Guildhall *The High Street Exeter*

AT: 10.00

ON: 10.03.2026

[REDACTED]

You must respond to this notice if you wish to address the sub-committee. Please turn to page 2 which explains how and by when you should respond.

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

ADDRESS ALL CORRESPONDENCE TO:

Nigel J Marston, Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
E-mail: licensing.team@exeter.gov.uk

RESPONSE TO NOTICE OF HEARING

You are required by Regulation 8 of The Licensing Act 2003 (Hearings) Regulations 2005 to give the Principal Licensing Officer a notice:-

- a) stating whether you consider a hearing to be unnecessary;
- b) stating whether you intend to attend and/or be represented at the hearing;
and
- c) requesting permission if you wish any other person to appear at the hearing, stating that person's name and giving a brief description of the point(s) on which that person may be able to assist the licensing sub-committee in relation to your application, representations or objection (as applicable).

PLEASE SEND THIS INFORMATION TO:

The Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
Tel: 01392 265430 E-mail: licensing.team@exeter.gov.uk

TO ARRIVE BY NO LATER THAN: 17.00hrs on Friday 6th March 2026

Accompanying this notice you will find information about the licensing sub-committee hearing procedure together with copies of any documents which have to be disclosed to you prior to the hearing. Please supply any further information that you intend to rely on in the hearing by the above date.

**EXETER CITY COUNCIL – LICENSING ACT 2003
PROCEDURE AT LICENSING SUB-COMMITTEE HEARINGS
INFORMATION FOR PARTIES**

References in these notes to “the Act” are to the Licensing Act 2003 and references to “the Regulations” are to The Licensing Act 2003 (Hearings) Regulations 2005.

1. Right of attendance, assistance and representation

You may attend the hearing and be assisted or represented by any person whether or not that person is legally qualified. This right is subject to the licensing authority’s right to exclude any person from a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing taking place in public.

2. Representations and supporting information

At the hearing you will be entitled:-

- a) to address the sub-committee;
- b) to give further information in support of your application, representations or notice (as applicable) in response to any point(s) upon which the licensing authority has advised that you will be required to provide clarification (see page 2 above); and
- c) if given permission by the sub-committee, to question any other party.

3. Consequences if you fail to attend or be represented

- 3.1 If you inform the licensing authority that you do not intend to attend or be represented at the hearing, the hearing may proceed in your absence.
- 3.2 If you do not so inform the licensing authority and then fail to attend or be represented at the hearing, the hearing may either be adjourned to a specified date or be held in your absence.
- 3.3 Where the hearing is held in your absence, the sub-committee will consider your application, representations or notice (as applicable).
- 3.4 Where the hearing is adjourned to a specified date you will be notified of the date, time and place to which the hearing has been adjourned.

4. Procedure to be followed at the hearing

- 4.1 The Chair shall open the sub-committee and remind Members of their obligation to declare any personal and prejudicial interests.
- 4.2 If appropriate, the sub-committee may make a resolution under Section 100A of the local Government Act 1972 to exclude the public from the hearing of a particular matter. Alternatively the sub-committee may make a resolution to exclude the public from the hearing of a particular matter where it considers this to be in the public interest.

- 4.3 The Chair shall identify the elected Members, the Legal Adviser, the Member Services Officer (and the Licensing Officer, if present) for the benefit of those attending the hearing. The Chair shall explain the officers' respective roles.
- 4.4 Each matter to be dealt with by the sub-committee shall be called in turn, usually in the order listed on the sub-committee agenda. However, the Chair may change the order at his/her discretion.
- 4.5 If the matter is being heard in private, the Member Services Officer will direct everyone except the Members, officers and parties to leave the room.
- 4.6 As each matter is called, the Chair will ask all the parties to identify themselves. Parties may be assisted or represented by any person whether or not that person is legally qualified, except that the sub-committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return, or permit them to return only on such conditions as the sub-committee may specify; but such a person may, before the end of the hearing, submit to the sub-committee in writing any information which they would have been entitled to give orally had they not been required to leave.
- 4.7 The Chair (or Legal Adviser) will ask the parties if they understand the procedure to be followed and, if not, will explain the procedure to them, including any maximum time-limit to be imposed in respect of each party's representations.
- 4.8 If a party has informed the authority that he will not be attending or be represented at the hearing, it may proceed in his absence. If a party who has not informed the authority that he will not be attending or represented fails to attend or be represented, the sub-committee may hold the hearing in that party's absence or, if it considers it to be necessary in the public interest, adjourn the hearing to a specified date.
- 4.9 Where the authority holds a hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- 4.10 Where the authority adjourns a hearing to a specified date, it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.
- 4.11 The Chair (or Legal Adviser or Licensing Officer) will introduce the matter by outlining the relevant facts. If the Licensing Officer attends, the Members may consult him at any time during the hearing to clarify any point relating to the application.

- 4.12 The sub-committee shall consider any request(s) previously made by any party(s) (in its Response to Notice of Hearing) for permission for another person to appear, and such permission shall not be unreasonably withheld.
- 4.13 The Chair (or Legal Adviser) will invite the applicant(s) to present his case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.14 Members of the sub-committee may ask questions of the applicant(s) and of any other person appearing on behalf of the applicant. Any other party may ask questions with the permission of the sub-committee.
- 4.15 The Chair (or Legal Adviser) will then invite each interested party and/or responsible authority in turn to present its case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.16 Members of the sub-committee may ask questions of each party who has addressed them and of any other person appearing on that party's behalf. Any other party may ask questions with the permission of the sub-committee.
- 4.17 The Chair (or Legal Adviser) will then invite the applicant to respond to the representations made by the other parties.
- 4.18 Where the sub-committee sets a maximum time-limit for each party to present its case, that time-limit shall apply to all parties.
- 4.19 Applications, relevant representations and/or notices shall have been sent to the authority, and to the other parties entitled to receive them, prior to the hearing within the statutory time-limits. The sub-committee may, at its discretion take into account additional documentary or other information produced by a party in support of its application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing. Any party seeking to produce additional documentary information shall provide sufficient copies for the Members, officers and other parties attending the hearing.
- 4.20 The sub-committee shall disregard any information given or evidence produced by a party or a witness which is not relevant to:-
- (1) its application, representations or notice (as applicable), and
 - (2) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a Chief Officer of Police, the crime prevention objective.

5. Evidence

The strict legal rules of evidence shall not apply and evidence shall not be given on oath.

6. Legal Advice

6.1 The role of the sub-committee's Legal Adviser is to provide the Members with advice on:-

- questions of law;
- matters of practice and procedure;
- the options available to the sub-committee in making their decision;
- any relevant decisions of superior courts, or other guidelines (eg. - Government Guidance on the 2003 Act and the Council's Statement of Licensing Policy);
- other issues relevant to the matter before the sub-committee (eg. any consultation currently in progress through Council etc.)
- where appropriate to assist the sub-committee in recording the reasons for its determination.

6.2 The Legal Adviser may ask questions of parties and persons appearing on their behalf in order to clarify the evidence and any issues in the case.

6.3 The Legal Adviser has a duty to ensure that every case is conducted fairly.

7. Determination of applications

7.1 When all the evidence has been heard, the Members may withdraw to make their deliberations. The Member Services Officer and the Legal Adviser may remain with the sub-committee to give legal or procedural advice, but the Members will make the determination.

7.2 If the sub-committee needs to ask any further questions of any party, all parties will be asked to return before the sub-committee.

7.3 In the case of hearings held under the following sections of the Act, the sub-committee shall make its determination at the conclusion of the hearing:

- Hearing to consider police objection to temporary event notice [s.105(2)(a)]
- Hearing to consider review of premises licence following closure order [s.167(5)(a)]
- Hearing to determine application for conversion of existing licence to a new premises licence [Schedule 8, para 4(3)(a)]

- Hearing to determine application to vary a premises licence which is made at the same time as an application to convert an existing licence [s. 35 or s.39]
- Hearing to determine application for conversion of existing club certificate to a new club premises certificate [Schedule 8, para 16(3)(a)]
- Hearing to determine application to vary club premises certificate which is made at the same time as an application to convert an existing club registration certificate [s.85]
- Hearing to determine application for grant of personal licence to existing justices' licence holder [Schedule 8, para 26(3)(a)]

7.4 In any other case the authority shall make its determination within the period of 5 working days beginning with the day (or the last day) on which the hearing was held.

7.5 Where all the parties have agreed that no hearing is required, the authority shall make its determination within the period of 10 working days beginning with the day on which it gives notice to the parties.

8. Quorum

8.1 The quorum for any hearing of a licensing sub-committee shall be two (2) Members.

8.2 Determinations shall be made by a majority vote with the Chair having a casting vote in the event of an inconclusive result.

9. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for 6 years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of that appeal. This shall be the responsibility of the Member Services Officer.

10. Irregularities

10.1 Any irregularity resulting from any failure to comply with any provision of the Regulations before the authority has made a determination shall not of itself render the proceedings void.

10.2 In the case of any such irregularity, where it considers that any person may have been prejudiced as a result, the authority shall take such steps as it thinks fit to remedy the irregularity before reaching its determination.

10.3 The authority may correct clerical mistakes in any document recording a decision of the authority or errors arising in such a document from an accidental slip or omission.

11. Form of notices

- 11.1 Any notices required to be given under this procedure (and/or under the Regulations) must be given in writing.
- 11.2 The requirement that any notice must be given in writing shall be satisfied where:-
- (a) the text of the notice
 - (i) is transmitted by electronic means;
 - (ii) is capable of being accessed by the recipient;
 - (iii) is legible in all material respects; and
 - (iv) is capable of being reproduced in written form and used for subsequent reference;
 - (b) the person to whom the notice is to be given has agreed in advance that such a notice may be given to them by electronic means; and
 - (c) forthwith on sending the text of the notice by electronic means, the notice is given to the recipient in writing.
- 11.3 Where the text of the notice is transmitted by electronic means, the giving of the notice shall be effected at the time the requirements of paragraph 15.2(a) are satisfied.

S:/CS/Legal/LR/licensingprocedures/noticeof hearing.doc

EXETER CITY COUNCIL
LICENSING ACT 2003

NOTICE OF HEARING BEFORE A LICENSING SUB-COMMITTEE

Date: 26.02.2026

Name: [REDACTED]

Address: By email; [REDACTED]

Case Number: [REDACTED]

Application: By: Newham Stores (Exeter) Ltd

Application for a Variation to a Premise Licence EXE-P00483

PLEASE NOTE that the hearing of this application will be heard by the licensing sub-committee sitting

AT: The Guildhall *The High Street Exeter*

AT: 10.00

ON: 10.03.2026

[REDACTED]

You must respond to this notice if you wish to address the sub-committee. Please turn to page 2 which explains how and by when you should respond.

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

ADDRESS ALL CORRESPONDENCE TO:

Nigel J Marston, Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
E-mail: licensing.team@exeter.gov.uk

RESPONSE TO NOTICE OF HEARING

You are required by Regulation 8 of The Licensing Act 2003 (Hearings) Regulations 2005 to give the Principal Licensing Officer a notice:-

- a) stating whether you consider a hearing to be unnecessary;
- b) stating whether you intend to attend and/or be represented at the hearing;
and
- c) requesting permission if you wish any other person to appear at the hearing, stating that person's name and giving a brief description of the point(s) on which that person may be able to assist the licensing sub-committee in relation to your application, representations or objection (as applicable).

PLEASE SEND THIS INFORMATION TO:

The Principal Licensing Officer, Civic Centre, Paris Street, Exeter EX1 1JN
Tel: 01392 265430 E-mail: licensing.team@exeter.gov.uk

TO ARRIVE BY NO LATER THAN: 17.00hrs on Friday 6th March 2026

Accompanying this notice you will find information about the licensing sub-committee hearing procedure together with copies of any documents which have to be disclosed to you prior to the hearing. (You have already been sent all representations received along with suggested conditions.)

In accordance with Regulation 7 (d) of the Licensing Act 2003 (Hearings) Regulations 2005 the licensing sub-committee will require you to provide clarification on the following point(s):-

Please clarify the below points re sale of alcohol;

Please clarify if you wish to sale; (through a third party delivery service)

- 1. alcohol only between the times specified or**
- 2. only sale alcohol when other groceries are ordered.**
- 3. If only when other groceries are ordered what will be the minimum grocery sales in relation to alcohol in any one order?**

**EXETER CITY COUNCIL – LICENSING ACT 2003
PROCEDURE AT LICENSING SUB-COMMITTEE HEARINGS
INFORMATION FOR PARTIES**

References in these notes to “the Act” are to the Licensing Act 2003 and references to “the Regulations” are to The Licensing Act 2003 (Hearings) Regulations 2005.

1. Right of attendance, assistance and representation

You may attend the hearing and be assisted or represented by any person whether or not that person is legally qualified. This right is subject to the licensing authority’s right to exclude any person from a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing taking place in public.

2. Representations and supporting information

At the hearing you will be entitled:-

- a) to address the sub-committee;
- b) to give further information in support of your application, representations or notice (as applicable) in response to any point(s) upon which the licensing authority has advised that you will be required to provide clarification (see page 2 above); and
- c) if given permission by the sub-committee, to question any other party.

3. Consequences if you fail to attend or be represented

- 3.1 If you inform the licensing authority that you do not intend to attend or be represented at the hearing, the hearing may proceed in your absence.
- 3.2 If you do not so inform the licensing authority and then fail to attend or be represented at the hearing, the hearing may either be adjourned to a specified date or be held in your absence.
- 3.3 Where the hearing is held in your absence, the sub-committee will consider your application, representations or notice (as applicable).
- 3.4 Where the hearing is adjourned to a specified date you will be notified of the date, time and place to which the hearing has been adjourned.

4. Procedure to be followed at the hearing

- 4.1 The Chair shall open the sub-committee and remind Members of their obligation to declare any personal and prejudicial interests.
- 4.2 If appropriate, the sub-committee may make a resolution under Section 100A of the local Government Act 1972 to exclude the public from the hearing of a particular matter. Alternatively the sub-committee may make a resolution to exclude the public from the hearing of a particular matter where it considers this to be in the public interest.

- 4.3 The Chair shall identify the elected Members, the Legal Adviser, the Member Services Officer (and the Licensing Officer, if present) for the benefit of those attending the hearing. The Chair shall explain the officers' respective roles.
- 4.4 Each matter to be dealt with by the sub-committee shall be called in turn, usually in the order listed on the sub-committee agenda. However, the Chair may change the order at his/her discretion.
- 4.5 If the matter is being heard in private, the Member Services Officer will direct everyone except the Members, officers and parties to leave the room.
- 4.6 As each matter is called, the Chair will ask all the parties to identify themselves. Parties may be assisted or represented by any person whether or not that person is legally qualified, except that the sub-committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return, or permit them to return only on such conditions as the sub-committee may specify; but such a person may, before the end of the hearing, submit to the sub-committee in writing any information which they would have been entitled to give orally had they not been required to leave.
- 4.7 The Chair (or Legal Adviser) will ask the parties if they understand the procedure to be followed and, if not, will explain the procedure to them, including any maximum time-limit to be imposed in respect of each party's representations.
- 4.8 If a party has informed the authority that he will not be attending or be represented at the hearing, it may proceed in his absence. If a party who has not informed the authority that he will not be attending or represented fails to attend or be represented, the sub-committee may hold the hearing in that party's absence or, if it considers it to be necessary in the public interest, adjourn the hearing to a specified date.
- 4.9 Where the authority holds a hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- 4.10 Where the authority adjourns a hearing to a specified date, it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.
- 4.11 The Chair (or Legal Adviser or Licensing Officer) will introduce the matter by outlining the relevant facts. If the Licensing Officer attends, the Members may consult him at any time during the hearing to clarify any point relating to the application.

- 4.12 The sub-committee shall consider any request(s) previously made by any party(s) (in its Response to Notice of Hearing) for permission for another person to appear, and such permission shall not be unreasonably withheld.
- 4.13 The Chair (or Legal Adviser) will invite the applicant(s) to present his case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.14 Members of the sub-committee may ask questions of the applicant(s) and of any other person appearing on behalf of the applicant. Any other party may ask questions with the permission of the sub-committee.
- 4.15 The Chair (or Legal Adviser) will then invite each interested party and/or responsible authority in turn to present its case to the sub-committee, subject to any maximum time-limit imposed and to the requirements of paragraphs 4.19 and 4.20 below.
- 4.16 Members of the sub-committee may ask questions of each party who has addressed them and of any other person appearing on that party's behalf. Any other party may ask questions with the permission of the sub-committee.
- 4.17 The Chair (or Legal Adviser) will then invite the applicant to respond to the representations made by the other parties.
- 4.18 Where the sub-committee sets a maximum time-limit for each party to present its case, that time-limit shall apply to all parties.
- 4.19 Applications, relevant representations and/or notices shall have been sent to the authority, and to the other parties entitled to receive them, prior to the hearing within the statutory time-limits. The sub-committee may, at its discretion take into account additional documentary or other information produced by a party in support of its application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing. Any party seeking to produce additional documentary information shall provide sufficient copies for the Members, officers and other parties attending the hearing.
- 4.20 The sub-committee shall disregard any information given or evidence produced by a party or a witness which is not relevant to:-
- (1) its application, representations or notice (as applicable), and
 - (2) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a Chief Officer of Police, the crime prevention objective.

5. Evidence

The strict legal rules of evidence shall not apply and evidence shall not be given on oath.

6. Legal Advice

6.1 The role of the sub-committee's Legal Adviser is to provide the Members with advice on:-

- questions of law;
- matters of practice and procedure;
- the options available to the sub-committee in making their decision;
- any relevant decisions of superior courts, or other guidelines (eg. - Government Guidance on the 2003 Act and the Council's Statement of Licensing Policy);
- other issues relevant to the matter before the sub-committee (eg. any consultation currently in progress through Council etc.)
- where appropriate to assist the sub-committee in recording the reasons for its determination.

6.2 The Legal Adviser may ask questions of parties and persons appearing on their behalf in order to clarify the evidence and any issues in the case.

6.3 The Legal Adviser has a duty to ensure that every case is conducted fairly.

7. Determination of applications

7.1 When all the evidence has been heard, the Members may withdraw to make their deliberations. The Member Services Officer and the Legal Adviser may remain with the sub-committee to give legal or procedural advice, but the Members will make the determination.

7.2 If the sub-committee needs to ask any further questions of any party, all parties will be asked to return before the sub-committee.

7.3 In the case of hearings held under the following sections of the Act, the sub-committee shall make its determination at the conclusion of the hearing:

- Hearing to consider police objection to temporary event notice [s.105(2)(a)]
- Hearing to consider review of premises licence following closure order [s.167(5)(a)]
- Hearing to determine application for conversion of existing licence to a new premises licence [Schedule 8, para 4(3)(a)]

- Hearing to determine application to vary a premises licence which is made at the same time as an application to convert an existing licence [s. 35 or s.39]
- Hearing to determine application for conversion of existing club certificate to a new club premises certificate [Schedule 8, para 16(3)(a)]
- Hearing to determine application to vary club premises certificate which is made at the same time as an application to convert an existing club registration certificate [s.85]
- Hearing to determine application for grant of personal licence to existing justices' licence holder [Schedule 8, para 26(3)(a)]

7.4 In any other case the authority shall make its determination within the period of 5 working days beginning with the day (or the last day) on which the hearing was held.

7.5 Where all the parties have agreed that no hearing is required, the authority shall make its determination within the period of 10 working days beginning with the day on which it gives notice to the parties.

8. Quorum

8.1 The quorum for any hearing of a licensing sub-committee shall be two (2) Members.

8.2 Determinations shall be made by a majority vote with the Chair having a casting vote in the event of an inconclusive result.

9. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for 6 years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of that appeal. This shall be the responsibility of the Member Services Officer.

10. Irregularities

10.1 Any irregularity resulting from any failure to comply with any provision of the Regulations before the authority has made a determination shall not of itself render the proceedings void.

10.2 In the case of any such irregularity, where it considers that any person may have been prejudiced as a result, the authority shall take such steps as it thinks fit to remedy the irregularity before reaching its determination.

10.3 The authority may correct clerical mistakes in any document recording a decision of the authority or errors arising in such a document from an accidental slip or omission.

11. Form of notices

- 11.1 Any notices required to be given under this procedure (and/or under the Regulations) must be given in writing.
- 11.2 The requirement that any notice must be given in writing shall be satisfied where:-
- (a) the text of the notice
 - (i) is transmitted by electronic means;
 - (ii) is capable of being accessed by the recipient;
 - (iii) is legible in all material respects; and
 - (iv) is capable of being reproduced in written form and used for subsequent reference;
 - (b) the person to whom the notice is to be given has agreed in advance that such a notice may be given to them by electronic means; and
 - (c) forthwith on sending the text of the notice by electronic means, the notice is given to the recipient in writing.
- 11.3 Where the text of the notice is transmitted by electronic means, the giving of the notice shall be effected at the time the requirements of paragraph 15.2(a) are satisfied.

S:/CS/Legal/LR/licensingprocedures/noticeof hearing.doc

This page is intentionally left blank

APPENDIX H

From: Newham Stores [REDACTED] >

Sent: 26 February 2026 21:07

To: [REDACTED]

Subject: Re: Final Notice of Hearing

Hi [REDACTED]

I confirm I will be in attendance, solely.

To clarify my application on the point mentioned - I seek to sell alcohol, through deliveries only, between 0200 and 0600. There shall be no stipulation of minimum grocery spend or, indeed, that groceries have to be ordered alongside alcohol. It's not something I will consider adding either, as, for one, it won't be physically possible to set the delivery App up to stipulate this, or, indeed, the reality of why would someone want a packet of biscuits or crisps, for example, if solely wishing to order a bottle of wine to finish the night? This is a condition I'm fairly certain no-one else has on their license and somewhat surprised me when Councillor Cocks suggested it. On a related point - I accept the other 12 conditions suggested by her on the objection. These are sensible restrictions and checks, already in place for current customer ordering.

Regards, [REDACTED]

REPORT TO LICENSING SUB COMMITTEE

Date of Hearing:	10.03.2026
Report of:	Julie Bennett Licensing Officer
Decision Required:	RENEWAL of a licence relating to a Private Hire vehicle over 10 years old.
Legislation:	Local Government (Miscellaneous Provisions) Act 1976
Applicant:	David Hounslow

1. What is the report about?

- 1.1 An application is attached at Appendix A that has been received from the Applicant, a licensed private hire operator and driver seeking permission for the renewal of a private hire vehicle licence for a vehicle which is over 10 years old. The vehicle will be 11 years old on the 1st March 2026. This is a matter that cannot be dealt with under the delegated powers.

2. Background:

- 2.1 The vehicle that is being presented for licensing as a private hire vehicle is a 6 passenger, Seat Alhambra, registration number WA15 XNS, with a date of first registration of 1st March 2015. A copy of the vehicle registration document is attached within Appendix D.

3. Report Details:

- 3.1 The vehicle has a current MOT certificate dated 22nd December 2025 and expires 26th December 2026. The mileage recorded at the MOT inspection was 166,267 miles. The MOT certificate and MOT history are included within Appendix C and vehicle insurance is included within Appendix B. In addition to the MOT certificate there is an independent mechanical inspection report, which has been submitted, this is dated 2nd February 2026 and is attached as Appendix E. Photos for the vehicle are attached at Appendix F. Upon inspection by a Council Officer the vehicle was found to be in excellent condition for the age. The vehicle was first plated by Exeter City Council on 21st March 2018 and has been continuously licensed since that date.
- 3.2 The Licensing Sub-Committee must have regard to the Council's Practices and Procedures for the control of Hackney Carriage and Private Hire Vehicles, Drivers and Operators and the Code of Conduct for Licensed Drivers ('Taxi Policy').
- 3.3 Vehicles presented for renewal that are more 10 years old, shall not be granted. However, the Applicant will be given the right to apply for the application to be considered by a licensing sub-committee if they feel that their particular circumstances justify a deviation from the existing Policies.

4. What are the legal aspects?

4.1 Section 48(1) of the Local Government (Miscellaneous Provisions) Act 1976 ('the Act') states that a district council may on receipt of an application from the proprietor of any vehicle for the grant in respect of such vehicle of a licence to use the vehicle as a private hire vehicle, grant in respect thereof a vehicle licence:

Provided that a district council shall not grant such a licence unless they are satisfied-

a) that the vehicle is-

- i) suitable in type, size and design for use as a private hire vehicle;
- ii) not of such design and appearance as to lead any person to believe that the vehicle is a hackney carriage;
- iii) in a suitable mechanical condition;
- iv) safe; and
- v) comfortable;

b) that there is in force in relation to the use of the vehicle a policy of insurance or such security as complies with the requirements of Part VI of the Road Traffic Act 1988, and shall not refuse such a licence for the purpose of limiting the number of vehicles in respect of which such licence are granted by the council.

4.2 Under Section 48(4)(c) of the Act the Licensing Sub-Committee may grant a licence for a maximum period of 12 months.

4.3 Any person aggrieved by a refusal of the Licensing Sub-Committee to grant a vehicle licence under Section 48 of the Act may appeal to the Magistrates Court within 21 days of receiving written notice of the refusal.

5. Recommendations:

5.1 The Licensing Sub-Committee are asked to determine the application having regard to current policy.

Service Lead – Environmental Health & Community Safety

Author: Julie Bennett

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-
None

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

APPENDIX A

Civic Centre, Paris Street, Exeter, EX1 1JN
www.exeter.gov.uk

Please ask for: Licensing

Direct Dial: 01392 265702

Email: licensing.team@exeter.gov.uk

Our ref: [REDACTED]

Your ref: [REDACTED]

Date: 5 January 2026

Dear [REDACTED]

Local Government (Miscellaneous Provisions) Act 1976
Private Hire Vehicle Licence No.: [REDACTED] - Expires 28 February 2026

According to our records your Private Hire Vehicle licence is due to expire on **28 February 2026**. If you wish to renew your vehicle licence please ensure that you send the required documents to licensing.team@exeter.gov.uk, leaving a minimum of 14 days for us to process your application before the date of expiry. Required documents include:

1. Completed renewal application (enclosed)
2. The V5 vehicle registration document (front page and both inner pages)
3. An MOT certificate that is not more than (3) three months old. All advisories to have been completed (evidence to be supplied)
4. A current certificate (or cover note) of insurance for the vehicle

These can be scanned or photographs of the original documents, but they must be clear and easy to read.

Once we have your documents we will process your renewal and call you for payment. We will also arrange for you to bring your vehicle in for inspection.

If the age of your vehicle is between 8 and 9 years old, then you will have to provide an additional mechanical vehicle inspection report. **The Council's policy states that any vehicles over 9 years old will not be granted a licence, unless there is an exceptional circumstance determined by a sub-committee. If you are applying for a vehicle over 9 years old you will not be granted a plate until the sub-committee has determined the matter.**

Please note: The only new vehicles exempt from an MOT are vehicles less than 12 months old.

If your licence is not renewed by the expiry date shown on the licence then the application will be treated as a new application. This may mean that your vehicle cannot be licensed.

Parking

Please note that parking is now restricted at the rear of the Civic Centre. We only have access to a single parking space there now, and this is valid only for your 30 minute appointment slot. Failure to park within the designated parking bay may lead to you receiving a £50 penalty notice.

Yours sincerely

Licensing Team

--	--

Where will the vehicle be kept when not in use? (address):	[REDACTED]

In respect of Private Hire Vehicles, by which Operator, and from what address will the Private Hire Vehicle be operated?	
Name of Operator:	[REDACTED]
Address of Operator:	[REDACTED]

When an application involves the substitution or exchange of an existing vehicle by a new one, please answer the following questions:

Will the replaced vehicle continue to be used as a Licenced Private Hire/Hackney Carriage vehicle?	YES	NO
	[REDACTED]	[REDACTED]
If NO, please specify reason: (i.e. private use, taken off road, etc.)		
If continuing to be used as a Licenced vehicle, please give name and address of new owner:		
Make of existing licenced vehicle:	Seat	
Registration number of existing licenced vehicle:	[REDACTED]	

I understand that omissions or incorrect statements will render the Licence if granted, liable to suspension or revocation and render me liable to prosecution.

I have been given a copy of the conditions relating to this Licence.

SIGNED [REDACTED] DATED _____

See over for notes.

Any changes in the circumstances which might render any of the above information incorrect must be immediately reported to the Office of the Assistant Director Environment, Exeter City Council, Paris Street, Exeter, EX1 1RQ

NB: INFORMATION DISCLOSED ON THIS FORM MAY BE REVEALED TO OTHER AGENCIES AND BODIES FOR THE SOLE PURPOSE OF PREVENTING OR DETECTING CRIMES.

Private Hire Vehicle Renewal Procedure:

Licenses for Private Hire vehicles are issued for a maximum of 12 months at any one time. Vehicles presented for renewal that are less than 8 years old can be renewed by Licensing Officers under delegated powers.

Vehicles presented for renewal that are between 8 and 9 years old can be renewed by Licensing Officers under delegated powers provided that the vehicle is presented for inspection in a satisfactory condition, and a comprehensive report provided into the mechanical fitness of the vehicle has been undertaken by the AA, RAC, or DEKRA, or any other approved engineer, and any essential works identified have been carried out and evidence provided to establish this. If Officers are in doubt as to the fitness or suitability of a vehicle to carry on as a licenced vehicle then they shall refer the application to the Sub-committee for determination.

Vehicles presented for renewal that are between 9 and 10 years old will be referred to the licensing sub-committee for determination. Applicants will be advised to provide a comprehensive report into the mechanical fitness of the vehicle as outlined above.

Vehicles presented for renewal that are more 10 years old, shall not be granted. However the applicant will be given the right to apply for the application to be considered by a licensing sub-committee if they feel that their particular circumstances justify a deviation from the existing Policies.

Office use only		Plate Number: P403	
Fee paid:		Date:	Receipt No.:
INSPECTION OF:		SATISFACTORY:	
1. Insurance	YES	NO	
2. Fire Extinguisher/First Aid Kit	YES	NO	
3. Cleanliness	YES	NO	
4. Advertising Signs	YES	NO	
5. Meter	YES	NO	
6. Plate fixing	YES	NO	
7. Tariff	YES	NO	
8. Bus Lane stickers	YES	NO	

Licence to be issued:	YES	NO
-----------------------	-----	----

NOTES:	
Date checked by officer:	SIGNED (officer)

APPENDIX B

Certificate of Motor Insurance



Policy number: [REDACTED]

1. Description of vehicle(s)

Any motor vehicle the property of, or on hire or loan or lease to the policyholder.

2. Name of policyholder

[REDACTED]

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

[REDACTED]

4. Date of expiry of insurance

[REDACTED]

5. Persons or classes of persons entitled to drive

Any person who is driving on the order or with the permission of the policyholder.

Providing that the person driving has a licence to drive the vehicle or has held and is not disqualified from or prohibited by law from holding or obtaining such a licence.

6. Limitations as to use

- A. Use for the business of the policyholder for private hire and the carriage of passengers and goods for hire or reward.
- B. Use for social, domestic and pleasure purposes.

Unless specified under section 6 of this certificate of insurance, this policy does not cover: use for hiring, the letting on hire, the carriage of passengers and goods for hire or reward, racing, pacemaking, use in any contest, reliability or speed trial or the use for any purpose in connection with the motor trade.

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

For and on behalf of the Underwriter subscribing ERS, 30 Fenchurch Street, London EC3M 3BD

Authorised Insurer

A handwritten signature in black ink, appearing to read 'Scott Tillbrook'.

Scott Tillbrook
Active Underwriter

Advice to third parties - Nothing contained in this certificate of insurance affects your rights as a third party to make a claim.

Note: For full details of the insurance cover reference should be made to the policy document, which can be obtained from your broker or via our website at www.ers.com



This page forms part of your certificate of insurance

European cover

This certificate of motor insurance is evidence that this insurance meets the compulsory motor insurance requirements of all member countries of the European Union and Andorra, Bosnia and Herzegovina, Iceland, Montenegro, Norway, Serbia and Switzerland (including Liechtenstein).

Ce certificat d'assurance automobile est une preuve que cette assurance est conforme aux exigences de l'assurance automobile obligatoire de tous les pays membres de l'Union européenne et l'Andorre, la Bosnie-Herzégovine, l'Islande, du Monténégro, la Norvège, la Serbie et la Suisse (y compris le Liechtenstein).

Dieses Zertifikat der Kfz-Versicherung ist ein Beweis, dass diese Versicherung die Kfz Haftpflichtversicherungsanforderungen von allen Mitgliedsländern der Europäischen Union und Andorra, Bosnien und Herzegowina, Island, Montenegro, Norwegen, Serbien und der Schweiz (einschließlich Liechtenstein) erfüllt.

Este certificado de seguro de automóviles es evidencia de que este seguro cumpla con los requisitos de seguro obligatorio de automóviles de todos los países miembros de la Unión Europea y Andorra, Bosnia y Herzegovina, Islandia, Montenegro, Noruega, Serbia y Suiza (incluido Liechtenstein).

Questo certificato di assicurazione auto è la prova che questa assicurazione soddisfa i requisiti di assicurazione obbligatoria degli autoveicoli di tutti i paesi membri dell'Unione europea e Andorra, Bosnia ed Erzegovina, Islanda, Montenegro, Norvegia, Serbia e Svizzera (compreso il Liechtenstein).



APPENDIX C

MOT test certificate



Driver & Vehicle
Standards
Agency

2a Registration number [REDACTED] 2b Country of registration
GB

Make and model
SEAT ALHAMBRA

3 Vehicle category **M1** 4 Mileage [REDACTED] Mileage history [REDACTED]

7 **Pass**

2c Date of the test [REDACTED] 2d Expiry date [REDACTED]

To preserve the anniversary of the expiry date, the earliest you can present your vehicle for test is 27.11.2026.

2a Location of the test [REDACTED]

9 Test [REDACTED]

MOT test number [REDACTED]

Check that this document is genuine by visiting www.gov.uk/check-mot-history

If any of the details are not correct, please contact DVSA by email at enquiries@dvs.gov.uk or by telephone on 0300 1239000.

Receive a free annual MOT reminder by subscribing at www.gov.uk/mot-reminder or by telephone on 0300 1239000.

Check the MOT history of a vehicle

Help us make this service better. Give us your [feedback](https://dvs.a.qualtrics.com/jfe/form/SV_7X2O0cNscPctIP4?vm=WA15XNS&make_result=SEAT&model_result=ALHAMBRA&mot_first_used_date=2015-03-01&vehicle_age=3993&mot_expiry_date=2026-12-26&mot_expiry_date_days_left=325&user_satisfaction_banner=0&vehicle_data_origin=MTS&vehicle_type=LGV) (https://dvs.a.qualtrics.com/jfe/form/SV_7X2O0cNscPctIP4?vm=WA15XNS&make_result=SEAT&model_result=ALHAMBRA&mot_first_used_date=2015-03-01&vehicle_age=3993&mot_expiry_date=2026-12-26&mot_expiry_date_days_left=325&user_satisfaction_banner=0&vehicle_data_origin=MTS&vehicle_type=LGV).

[Back](#)

SEAT ALHAMBRA

[Check another vehicle \(/\)](#)

Colour
Blue

Fuel type
Diesel

Date registered

MOT valid until

[Get an MOT reminder \(https://www.gov.uk/mot-reminder\)](https://www.gov.uk/mot-reminder) by email or text.

[Download test certificates \(/enter-document-reference?registration=WA15XNS\)](/enter-document-reference?registration=WA15XNS)

You can [get information corrected on your MOT history \(https://www.gov.uk/getting-an-mot/correcting-mot-certificate-mistakes\)](https://www.gov.uk/getting-an-mot/correcting-mot-certificate-mistakes) (such as mileage or vehicle details) if it's wrong.

[Show all sections](#)

MOT history

Check mileage recorded at test, expiry date, and test outcome

[Hide](#)

Date tested
22 December 2025

PASS

Mileage

Test location

[View test location](#)

MOT test number

Expiry date
26 December 2026

Date tested

Mileage

MOT test number

27 December 2024

PASS

Test location

▶ [View test location](#)

Expiry date

26 December 2025

Date tested

23 December 2024

FAIL

Mileage

Test location

▶ [View test location](#)

MOT test number

Do not drive until repaired (dangerous defects):

- **Nearside Front Tyre tread depth below requirements of 1.6mm (5.2.3 (e))**
- **Offside Front Tyre tread depth below requirements of 1.6mm (5.2.3 (e))**

Repair immediately (major defects):

- **Central Stop lamp(s) with a multiple light source more than 1/2 not functioning (4.3.1 (a) (ii))**
- **Windscreen washer provides insufficient washer liquid (3.5 (a))**

▶ [What are defects?](#)

Date tested

12 February 2024

PASS

Mileage

Test location

▶ [View test location](#)

MOT test number

Expiry date

14 February 2025

Date tested

12 February 2024

FAIL

Mileage

Test location

▶ [View test location](#)

MOT test number

Repair immediately (major defects):

- **Offside Rear Tyre not fitted in accordance with side wall instructions (5.2.3 (i))**

▶ [What are defects?](#)

Date tested

6 February 2023

Mileage

MOT test number

PASS

Test location

▶ [View test location](#)

Expiry date

14 February 2024

Date tested
3 February 2023

FAIL

Mileage

████████████████████

MOT test number

████████████████████

Test location

▶ [View test location](#)

Do not drive until repaired (dangerous defects):

- **Nearside Front Tyre tread depth below requirements of 1.6mm (5.2.3 (e))**
- **Offside Front Tyre tread depth below requirements of 1.6mm (5.2.3 (e))**

▶ [What are defects?](#)

Date tested
10 February 2022

PASS

Mileage

████████████████████

MOT test number

████████████████████

Test location

▶ [View test location](#)

Expiry date

14 February 2023

Date tested
1 February 2022

FAIL

Mileage

████████████████████

MOT test number

████████████████████

Test location

▶ [View test location](#)

Do not drive until repaired (dangerous defects):

- **Nearside Rear Tyre has ply or cords exposed (5.2.3 (d) (ii))**
- **Offside Rear Tyre has ply or cords exposed (5.2.3 (d) (ii))**

Repair immediately (major defects):

- **Nearside Windscreen in an unacceptable condition (3.2 (c) (i))**

▶ [What are defects?](#)

Date tested
15 February 2021

PASS

Mileage

████████████████████

MOT test number

████████████████████

Test location

▶ [View test location](#)

Expiry date

14 February 2022

Date tested
5 February 2020

PASS

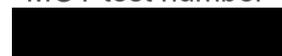
Mileage



Test location

▶ [View test location](#)

MOT test number



Expiry date

12 February 2021

Date tested
15 January 2019

PASS

Mileage



Test location

▶ [View test location](#)

MOT test number



Expiry date

12 February 2020

The MOT test changed on 20 May 2018

Defects are now categorised according to their severity - dangerous, major, and minor. [Find out more \(https://www.gov.uk/government/news/mot-changes-20-may-2018\)](https://www.gov.uk/government/news/mot-changes-20-may-2018).

Date tested
13 February 2018

PASS

Mileage



Test location

▶ [View test location](#)

MOT test number



Expiry date

12 February 2019

Advisory notice item(s)

- **Front Brake pad(s) wearing thin (3.5.1g)**
- **Front brake disc worn, pitted or scored, but not seriously weakened (3.5.1i)**
- **Brake hydraulic reservoir fluid close to minimum level (3.6.G.1b)**

▶ [What are advisories?](#)

Date tested
13 February 2018

FAIL

Mileage



Test location

▶ [View test location](#)

MOT test number



Reason(s) for failure

- **Nearside Rear Tyre has ply or cords exposed (4.1.D.1b)**
Dangerous
- **Offside Rear Tyre has ply or cords exposed (4.1.D.1b)**
Dangerous

- Tyre pressure monitoring system warning lamp indicates a fault (4.1.D.4)

Advisory notice item(s)

- Front Brake pad(s) wearing thin (3.5.1g)
- Front brake disc worn, pitted or scored, but not seriously weakened (3.5.1i)
- Brake hydraulic reservoir fluid close to minimum level (3.6.G.1b)
- Nearside Front Tyre worn close to the legal limit (4.1.E.1)
- Offside Front Tyre worn close to the legal limit (4.1.E.1)

▶ [What are failures and advisories?](#)

Date tested
10 February 2017

PASS

Mileage



Test location

▶ [View test location](#)

MOT test number



Expiry date

11 February 2018

Date tested
12 February 2016

PASS

Mileage



Test location

▶ [View test location](#)

MOT test number



Expiry date

11 February 2017

Check for vehicle recalls

See if SEAT ALHAMBRA WA15XNS has outstanding recalls

⌵ [Show](#)



[Cookies](#) [Terms and conditions](#) [Privacy notice](#) [Accessibility statement](#)
[MOT history API](#) [Service status](#)

Built by the [Driver & Vehicle Standards Agency](#)

OGL

All content is available under the [Open Government Licence v3.0](#), except where otherwise stated

[© Crown copyright](#)

APPENDIX D

3 Change my name or address, or both – Enter full details for all changes

By submitting this form you are declaring that the information provided is correct.

If your personal details are wrong or have changed, you must tell us by filling in the boxes below giving us your full name or address, or both. Use black ink and CAPITALS. Send the whole V5C to DVLA, Swansea, SA99 1BA. For more information go to: gov.uk/change-address-v5c

Registration number [redacted] 9 [redacted]

Document reference number 4008 678 3229

Title: Mr: Mrs: Miss:

Or other title, or business or company name:

First and middle names written in full:

Surname:

New UK address (house number, street name, town or city):

Postcode:

Contact number: (optional)

Email address: (optional)

4008 678 3229 08 01 24
1569 / 1042293031 / 00208 41

4 Selling, transferring or part exchanging this vehicle to a motor trader

By submitting this form you are declaring that the information provided is correct.

A motor trader can be: motor dealer, motor auctioneer, vehicle dismantler, salvage dealer, finance and leasing company, insurance company, or car buying service.

If you want to keep the registration number you must do this before you sell or transfer it. To tell us go to: gov.uk/keep-registration-number

You must tell us immediately if you have sold or transferred your vehicle. It's quick and simple to tell us online. If you don't receive an acknowledgment or tax refund, if applicable, go to gov.uk/contact-the-dvla as you may still be liable.

Or you can also use this form to tell us by filling in the boxes below. Use black ink and CAPITALS. Tear along the red perforated line and send the whole section to DVLA, Swansea, SA99 1BA.

Give the rest of the document to the motor trader.

Registration number [redacted] 9

Document reference number [redacted]

Name and address of motor trader:

01 Date of sale: (mandatory)

Mileage: (optional)

VAT number:

Postcode:

5 Permanently exporting this vehicle for more than 12 months

By submitting this form you are declaring that the information provided is correct.

If you are taking the vehicle out of the country for 12 months or more (a permanent export) you must fill in the boxes below. Use black ink and CAPITALS. Tear along the red perforated line and send the whole section to DVLA, Swansea, SA99 1BA.

You must keep the rest of your V5C – you will need this to register your vehicle abroad.

If you're selling the vehicle to a new keeper with a foreign address go to: gov.uk/taking-vehicles-out-of-uk

Registration number [redacted] 9

Document reference number [redacted]

Date of export:

Which country are you exporting the vehicle to?

6 New keeper slip – must be given to the new keeper

Do not send this slip to DVLA on its own – you will not get a V5C.

You, the new keeper, must ensure the vehicle is taxed before you drive it.

You will be fined if our records show that the vehicle is not taxed, insured or no Statutory Off Road Notification (SORN) has been made.

It's quick and simple to tax online at: gov.uk/vehicle-tax

Declare the vehicle off road online at: gov.uk/make-a-sorn

You should receive your new V5C within 4 weeks of the registered keeper giving us your details.

If you do not receive your V5C, you'll need to fill in a V62 form to apply for a new one. Send it, with this slip, to DVLA, Swansea, SA99 1DD. Make sure the date of sale or transfer box is filled in.

For more details on this vehicle go to: gov.uk/get-vehicle-information-from-dvla

For data protection information go to: gov.uk/dvla/privacy-policy

Registration number [redacted] 9

Document reference number [redacted]
(use this to tax online)

Date of sale or transfer:

24008 678 3229 08 01 24
1569 / 1042293031 / 00208 41

Make SEAT

Model ALHAMBRA SE LUX ECO CRTDI140SA

Colour BLUE

Engine size 1968 CC

Suspension type

Tax class DIESEL CAR

No. of seats 7



Vehicle details

Official use only

A Registration number [REDACTED] [A.1] 9

B: Date of first registration [REDACTED]
 [B.1]: Date of first registration in the UK [REDACTED]

D.1: Make SEAT
 D.2: Type 7N
 Variant CFFBX0AF
 Version FD6FD62E0117MJ7VR2SE

Euro status
 Real driving emissions

D.3: Model ALHAMBRA SE LUX ECO CRTDI140SA
 D.5: Body type MPV
 [X]: Taxation class DIESEL CAR
 [D.6]: Suspension type
 [Y]: Revenue weight 2540 KG GROSS
 P.1: Cylinder capacity (cc) 1968 CC
 V.7: CO₂ (g/km) 149 G/KM
 P.3: Type of fuel HEAVY OIL
 S.1: Number of seats, including driver 7
 S.2: Number of standing places (where appropriate)
 [D.4]: Wheelplan 2-AXLE-RIGID BODY
 J: Vehicle category M1
 K: Type approval number e1*2007/46*0402*09
 P.2: Max. net power (kW) 103

E: VIN/Chassis/Frame No. [REDACTED]
 P.5: Engine number [REDACTED]

F.1: Max. permissible mass (exc. m/c) 2540
 G: Mass in service 1851

Q: Power/Weight ratio (kW/kg) (only for motorcycles)
 R: Colour BLUE

O: Technical permissible maximum towable mass of trailer
 O.1: braked (kg) 2200
 O.2: unbraked (kg) 750
 U: Sound level
 U.1: stationary (dB(A)) 70
 U.2: engine speed (min-1) 2375
 U.3: drive-by (dB(A)) 72

V: Exhaust Emissions
 V.1: CO (g/km or g/kWh) 0.094
 V.2: HC (g/km or g/kWh)
 V.3: NOx (g/km or g/kWh) 0.134
 V.4: HC+NOx (g/km)
 V.5: particulates (g/km or g/kWh)
 Automated vehicle (AV)

1 Change my vehicle details – Only fill in details to be corrected or changed

By submitting this form you are declaring that the information provided is correct. If you have made changes to your vehicle or if the information above is incorrect, you must

tell us by filling in the relevant boxes below and send whole V5C to DVLA, Swansea, SA99 1BA. Use black ink and CAPITALS.

Registration number [REDACTED] 9
 Document reference number 4008 678 3229
 Wheelplan or Body type:
 VIN, Chassis or Frame number:
 New revenue weight: Date of change: Cylinder capacity (cc):

No. of seats inc. driver: No. of standing places: Type of fuel:
 Engine number:
 New colour: Date of change: CLR
 Tax class: Y
 For information on how to change your tax class go to gov.uk/change-vehicle-tax-class

2 Selling or transferring my vehicle to a new keeper (not a trader)

By submitting this form you are declaring that the information provided is correct. You must tell us immediately if you have sold or transferred your vehicle. It's quick and simple to tell us online. If you don't receive an acknowledgment or tax refund, if applicable, go to gov.uk/contact-the-dvla as you may still be liable. If you want to keep the registration number you must do this before you sell or transfer it. To tell us go to: gov.uk/keep-registration-number

You can use this form to tell us if you have:
 • Sold your vehicle privately – fill in the boxes below and the date of sale on section 6 over the page. Use black ink and CAPITALS. Tear off section 6 (green slip) give it to the new keeper. Return the rest of the V5C to DVLA, Swansea, SA99 1BA.
 • Sold, transferred or part exchanged your vehicle to a motor trader – go to section 4 (yellow section) on the next page.

Registration number [REDACTED] 9
 Document reference number 4008 678 3229
 Title: Mr: Mrs: Miss:
 Or other title, or business or company name:
 New keeper's first and middle names written in full:
 Surname:
 DVLA fleet number for companies only: Date of birth: (optional)

Current UK address (house number, street name, town or city):
 Foreign address? For information go to: gov.uk/taking-vehicles-out-of-uk
 Postcode:
 Date of sale: (mandatory) Mileage: (optional)
 K
 Contact number of the new keeper: (optional)
 Email address of the new keeper: (optional)
 Driving licence number of the new keeper: (optional)

Official use only. Do not write in this space.

4008 678 3229 08 01 24
 1569 / 1042293031 / 00208 41



8269 3324 0087 0263 6530 3265

WA15 XNS 9

ISC

Official use only

Registered keeper

You **must** make sure that the name and address printed here is correct. If it is not, see section 3.

Document reference number
Don't share, keep it safe

Acquired vehicle on 31 12 2023

Thinking of buying this vehicle?
Buyer beware...

Do you know how to avoid being tricked into buying a stolen vehicle?

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

THIS DOCUMENT IS NOT PROOF OF OWNERSHIP.

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

Registration Certificate translations

свидетельство за регистрация	Zulassungsbescheinigung	Certificat d'immatriculation	Registrācijas liudzīmas	Dowód Rejestracyjny	Prometno dovoljenje
Permiso de circulación	Registreerimistunnistus	Teastas Clárálthe	Forgalmi engedély	Certificado de matricula	Rekisteröintitodistus
Osvědčení o registraci	Άδειά κυκλοφορίας /	Carta di circolazione	Certifikat ta' Registrazzjoni	Certificat de immatriculare	Registreringsbeviset
Registreringsattest	Πιστοποιητικό Εγγραφής	Registrācijas apliecība	Kentekenbewijs	Osvedčenie o evidencii	Prometna dozvola

Data protection

DVLA handles your personal data in accordance with road vehicle law and data protection laws. The law allows us to release your data to the police and other enforcement bodies. We also provide data to other parties where the law allows it. For further information about how we process your data, your rights and who to contact, see our privacy notice at gov.uk/dvla/privacy-policy

Special notes (these notes cannot be removed)

NO. OF FORMER KEEPERS 1

1. DECLARED NEW AT FIRST REGISTRATION.

How to fill in your V5C Registration Certificate (log book)

Tax or SORN (Statutory Off Road Notification) using the document reference number above.

1 Change my vehicle details

You **must** fill in section 1 over the page and return the whole V5C to DVLA, Swansea, SA99 1BA. For more information go to: gov.uk/change-vehicle-details-registration-certificate

2 Selling or transferring my vehicle to a new keeper (not a trader)

It's quick and simple to tell us online at: gov.uk/sold-bought-vehicle Or fill in section 2 over the page and send to DVLA, Swansea, SA99 1BA. You **must** give section 6 to the new keeper.

3 Change my name or address or both

It's quick and simple to tell us your new address online at: gov.uk/change-address-v5c Or if your name and address has changed you **must** fill in section 3 over the page and return the whole V5C to DVLA, Swansea, SA99 1BA.

4 Selling, transferring or part exchanging this vehicle to a motor trader

It's quick and simple to tell us online at: gov.uk/sold-bought-vehicle Or fill in section 4 over the page and return just that page to DVLA, Swansea, SA99 1BA.

5 Permanently exporting this vehicle for more than 12 months

If you or someone you're selling the vehicle to is taking it out of the country for 12 months or more, go to section 5 over the page. For more information go to: gov.uk/taking-vehicles-out-of-uk

6 New keeper slip

Selling your vehicle: you **must** fill in the date of sale on section 6 over the page and give it to the new keeper. **Vehicle tax or SORN isn't passed on to someone else.** For more information go to: gov.uk/vehicletaxrules

APPENDIX E

EXETER CITY COUNCIL APPROVED VEHICLE INSPECTION REPORT.

Customer Details

Report Date: 02/02/26

Report No: 10496

Customer's contact details

Home: [REDACTED]

Work: [REDACTED]

Mobile: [REDACTED]

VEHICLE DETAILS

Make Seat

Registration Number [REDACTED]

Model Alhambra Cr Tdi Se Lux Dsg

Colour Blue

VIN Checked and confirmed
on vehicle
Yes X No

Vehicle Identity Number (VIN) VSSZZZ7NZFV515282

V5/Registration document
available and checked

MOT Certificate available and
checked Yes

Mileage reading In 167094
(Not guaranteed) Out 167089

MOT Expiry Date 26/12/26
Vehicle Excise Licence Expiry 01/01/27

Date of inspection 02/02/26

Time of inspection 11:00

Location of vehicle [REDACTED]

Lighting Good

Weather. Good
(See notes)

Ramp available. Yes No
(See notes)

SECURITY CHECK

The vehicle identification number on this vehicle was checked and found to be **consistent** with the manufacturer's format.

SUMMARY REPORT

READY FOR USE – No faults found, suitable for immediate use.

ADVISABLE REPAIRS ONLY – Suitable for immediate use but advisable repairs should be planned for.

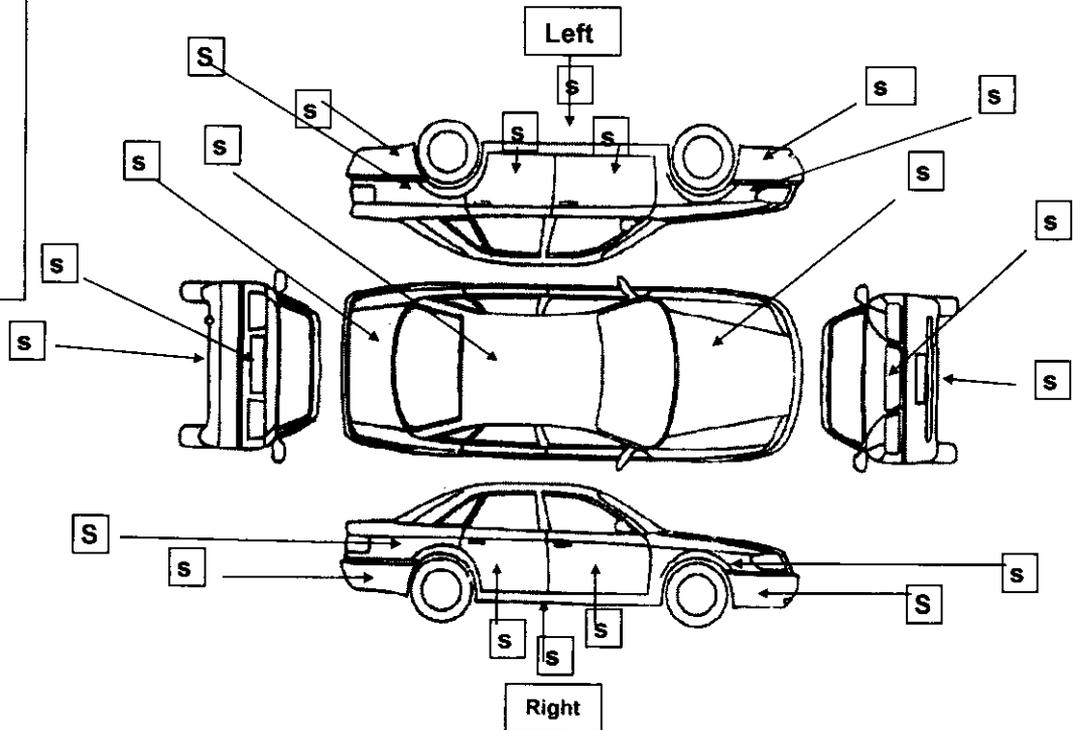
ESSENTIAL REPAIRS REQUIRED – Not suitable unless all essential repairs are undertaken and advisable repairs, if any are planned for.

UNSATISFACTORY – Vehicle has significant deficiencies, which are judged to be impractical or uneconomical to repair to a satisfactory standard.

Please read all pages of this report

KEY:

- S** satisfactory
- R** repainted
- =** scratch
- X** dent
- O** corrosion
- C** chip / rust
- P** previous repairs
- W** Wrap Missing



Minor blemishes, which are acceptable fair wear and tear for the vehicle's age, recorded mileage and type, are not recorded and you should satisfy yourself in this regard.

EVIDENCE OF BODYWORK REPAIRS	Yes	X No
BODYWORK CLEAN	Yes X	No (See Notes)

KEY FOR POINTS ON FOLLOWING PAGES

- S** Satisfactory for age and recorded mileage
 - Could not be checked
 - x** Essential repair requiring immediate attention
 - A** Advisable repair should be considered prior to purchase
 - N/A** Not applicable
 - Y** Yes
 - N** No
- Please note: Right = Off side (O/S) and Left = Near side (N/S) as viewed from the driver's seat.

Report No: 10496

BODY EXTERIOR

1. Panel Condition / alignment	S	6. Door locks - operation	S	11. Mud flaps	S
2. Paintwork	S	7. Fuel filler cover and cap	S	12. Body panels	S
3. Exterior trim /grille	S	8. Soft top / Hard top (operation)	N/A	13. Bonnet catch	S
4. Glass	S	9. Body damage	S	14. Bonnet hinges	S
5. Bumpers / No plates – Ft / Rr	S	10. Corrosion	No		

ENGINE COMPARTMENT PETROL DIESEL HYBRID**No. of CYLINDERS: 4**

15. Coolant Level / Condition	S	22. Power Steering – oil level	S	29. Turbo / supercharger	--
16. Coolant leaks	No	23. Clutch Fluid	N/A	30. Fuel pump / pipes	S
17. Antifreeze *	S	24. Brake Fluid	S	31. Accelerator linkage	S
18. Radiator / Cap	S	25. Engine Oil level	S	32. Cold starting	--
19. Hoses / Pipes	S	26. External leaks (upper engine)	S	33. Fast idle (cold)	--
20. Drive Belts	--	27. Engine mountings	S	34. Noise level (cold)	--
21. Water Pump (Not visible)	--	28. Fuel Injection	S	35. Excess fumes / smoke	No

Note - To ensure future serviceability, it is important that the engine camshaft belt is replaced at intervals specified by the manufacturer. It is in your best interests you ensure that this is carried out. * Antifreeze only has a 2/3 year life span and requires its strength adjusting after this time or replacing as per manufacturers specifications.

ELECTRICAL / CONTROLS

36. Starting system / Ignition lock	S	41. Rear lights & No. plate lights	S	49. Instruments	S
37. Battery condition	S	42. Stop lights	S	50. Horn	S
38. Battery voltages:	S	43. Indicator/ Hazard lights	S	51. Radio/Cass/CD/Aerial	S
- Normal 12.82 volts	S	44. Reverse / Fog lights	S	52. Heater / Fan controls	S
- Starting 10.33	S	45. Auxiliary lights	N/A	53. Air Con operation	S
- Charging 14.51 volts	S	46. Interior / Panel lights	S	54. Windows / Sun roof	S
39. Headlights	S	47. Mirrors (electric)	S	55. Wipers / Washers	S
40. Sidelights / running lights	S	48. Controls / Switches	S	56. Headlamp wash / wipe	S

Note - We are unable to verify dash panel light and switch back lighting operation due to the daylight conditions. Please note that switching them "on or off" only assesses electrical components. Accuracy of instruments cannot be assessed.

INTERIOR / LUGGAGE COMPARTMENT**NUMBER OF SEATS: 7**

57. Steering Wheel / Adjustment	S	64. Door seals / hinges	S	71. Rear parcel shelf / load cover	--
58. Seat upholstery	S	65. Interior sills	S	72. Boot / tailgate lock	S
59. Seat adjustment	S	66. Headlining / visors	S	73. Luggage area trim con	S
60. Seatbelts	S	67. Sun roof	N/A	74. Illumination light	S
61. Carpets / Mats	S	68. Dash panel (condition)	N/A	75. Tool kit	S
62. Door trim panels	S	69. Cigarette lighter	N/A	76. Hard / Soft top (condition)	N/A
63. Door fittings / operation	S	70. Mirrors (internal)	S	77. Tonneau cover	N/A

FRONT SUSPENSION / STEERING / UNDER FRAME

78. Engine underside leakage	No	83. Wheel hubs / bearings	S	88. Sub-frames mountings	S
79. Steering joints/ ball joints	S	84. Springs/suspension units	S	89. Suspension arms / mountings	S
80. Steering rack / box	S	85. Pipes / hoses	S	90. Tie bars / anti roll bars	S
81. Chassis members	S	86. Dampers (condition / leaks)	S	91. Corrosion protection	Yes
82. Power steering (operation)	S	87. Gaiters	S	92. Corrosion – floor/chassis	No

REAR SUSPENSION / UNDER FRAME

93. Springs/suspension bars	S	97. Location rods/fixings	N/A	101. Sub-frames/ mountings	S
94. Anti roll bar	S	98. Bump stops/gaiters	S	102. Chassis members	S
95. Dampers/bushes	S	99. Wheel hubs/bearings	S	103. Corrosion protection	Yes
96. Suspension arms/fixings	S	100. Pipes/hoses	S	104. Corrosion – floor/chassis	No

CLUTCH / TRANSMISSION MANUAL AUTOMATIC

105. Fluid / oil leaks	No	109. Casings	S	113. Backlash	S
106. Cables / adjustments	N/A	110. Mountings	S	114. Gaiters	S
107. Hydraulic system	S	111. Drive shaft assembly	S	115. Propshaft(s) / fittings	N/A
108. Linkage (wear)	S	112. Universal / sliding joints	S	116. Bearings / supports	N/A

EXHAUST SYSTEM

117. Manifold	S	120. Silencer(s)	S	123. System condition	S
118. Pipes	S	121. Heat shields / mountings	S		
119. Catalytic converter (s)	S	122. Joints / couplings	S		

FUEL SYSTEM

124. Tank	S	126. Fuel lines	S	128. Evidence of leaks	No
125. Tank fixings	S	127. Breather pipes	S		

BRAKES

129. Master cylinder security	S	132. Flexible hoses	S	135. Handbrake op / adjustment	S
130. Fluid leaks	No	133. Pipes / connections	S	136. Handbrake mechanism	S
131. Servo / power system	S	134. Discs / pads (if visible)	S	137. Pedal and pad / linkage	S

Note - If the vehicle is fitted with brake drums the internal parts including linings are not visible. Brake fluid should be replaced at the manufacturers specified intervals.

WHEELS AND TYRES Type: Alloy

It is recommended tyres be replaced when the tread depth reaches 2mm. If uneven tyre wear is noted, this may indicate incorrect geometry, which can result in excessive and rapid tyre wear. A full steering and geometry check is recommended.

138. Wheel Rims	S				
139. Wheel Trims	S				
	Tyres	Make	Size	Type / Construction	Min tread depth
140. Front RH	Zeta		225/50/17	Radial	4.5mm S
141. Front LH	Zeta		225/50/17	Radial	4.5mm S
142. Rear LH	Nexen		225/50/17	Radial	6.0mm S
143. Rear RH	Comforser		225/50/17	Radial	5.0mm S
144. Spare	Emergency inflation equipment				S

145. ROAD TEST

The road test has been undertaken within the speed limits and prevailing traffic conditions in the locality of the inspection. If a road test has not been carried out, please refer to the engineer's comments page.

*If the vehicle is fitted with 4wd transmission then the systems have been checked for security, leakage and excessive noise. However, within the limitations of the road test the full functionality could not be checked.

Test Distance	3 Miles		Speed achieved up to 40 MPH		
146. Final drive operation / Noise level	S	153. Instrument /controls function	No	160. Road holding / stability	S
147. Gearbox operation / Noise level	S	154. Steering wheel alignment	S	161. General steering / handling	S
148. Engine performance	S	155. 4WD operation *	N/A	162. Footbrake operation	S
149. Engine noise	S	156. Clutch operation **	S	163. Hand/park brake operation	S
150. Excess smoke	No	157. Cooling fan operation	S	164. Suspension noise	No
151. Overheating evidence	No	158. Steering effort	S	165. Warning lights	S
152. Auto changes / kick-down	N/A	159. Hot restarting	S	166. Cruise control	S

** It should be carefully noted that the life expectancy of clutches is uncertain and difficult to predict, being dependant on owners driving style, vehicle operation and terrain. The fact that the clutch has not been identified as faulty/slipping/juddering/noisy on the report does not and should not be taken to imply that the clutch assembly will have a continuing life expectancy from the time of our check. They can begin to slip at any time.

FINAL CHECK

167. Oil leaks	No	168. Coolant leaks	No	169. Uneven tyre wear	No
----------------	----	--------------------	----	-----------------------	----

Report No: 10496

Vehicle documents and Inspection environment notes.

Engineer Indicate with "X" as applicable.

Registration Document (V5):

- No registration document was seen with the vehicle and you are advised to satisfy yourself that the vehicle identification number and engine number (where quoted) correspond to those shown on this report. Warning: **DO NOT BUY ANY VEHICLE WITHOUT A V5.**
- The V5/Registration Document shows _____ previous keeper(s), the last change of Keeper on _____

Security:

- The Master Key was not available. Please ensure this is supplied if the vehicle is purchased.
- The engineer recommends that relevant spare and service keys be obtained prior to purchase.
- Obtain hand books and radio codes for vehicle prior to purchase as these were not seen in the vehicle.

MOT:

- As only a small amount of time is left on the MOT Certificate (less than 3 months) the engineer recommends a full year's MOT be obtained prior to purchase.
- A 10 Month MOT Certificate has been seen with the vehicle.

Servicing:

- The service history seen, indicated that the last recorded service was carried out at _____ miles. No immediate servicing is necessary. Next service is due as per manufacturer's recommendations or as per the Vehicles Service indicator.
- The service history seen, indicated that the last recorded service was carried out on _____ miles. Therefore the engineer would suggest a full service and brake inspection to the manufacturer recommendations prior to purchase, which may reveal further defects not apparent at this examination.
- No service documentation seen with this vehicle and therefore the engineer would recommend a full service and brake inspection to the manufacturer's recommendations prior to purchase, which may reveal further defects not apparent at this examination.

Inspection conditions notes:

- No vehicle hoist/ramp was available. A large trolley jack and stands were used in order to carry out underside checks. This limits the view of the underside. Some areas could not be fully seen. There *may* be further defects, which may be visible given clear access and view.
- The body/paintwork was wet/dirty/dusty this severely restricts inspection of the paintwork. Please note that there may be other defects present, which were not visible due to the obscured paintwork, but which may become visible once dry and clean.

Report No: 10496

Engineers Comments

The vehicle is considered overall to be a fair and reasonable example of the type, being in a generally reasonable condition and generally considered to be consistent with the type for the age and indicated recorded mileage in most areas.

The items listed as "could not be checked" (---) normally indicate items were obscured by covers/shields or other equipment.

The Water pump – Engine drive belt/chain - these items could not been fully examined, as covers, trims and other equipment obscure them.

The cooling system was pressure tested to 0.7 bars, no pressure loss was noted on the system or pressure cap. The antifreeze concentration was acceptable, but has deteriorated from its original strength and at the next routine service may need to be refreshed/replaced. It is advised that the coolant strength be checked again at the next routine service. Antifreeze only has a 2/3-year life and requires its strength adjusting after this time or replacing as per manufacturer's specifications.

The vehicle is fitted with vented front brake disc and pads, supported at the rear by a single arrangement. Although the visible brakes only show some signs of general serviceable wear, some deterioration is noted, which will need attention in the near future. It is strongly advised to remove all road wheels and examine the inner brake components, which are obscured on this vehicle prior to purchase, replacing any worn or badly corroded parts. It is probable that the front brakes at least, will need to be replaced at the next routine service.

The steering & suspension has been assessed to MOT standard. This allows for a degree of wear and deterioration of components without rendering them unserviceable. The extent of wear is not considered excessive at this juncture and unlikely to attract MOT failure.

The road test distance and or top speed was limited due to the general area/inspection location, and/or traffic levels and/or adverse weather conditions and/or lack of fuel when the vehicle was tested and driven. Comment cannot be made in these instances in relation to possible "high speed" or "sustained speed," related driving defects, which may become apparent at a later stage after any purchase due to these limiting conditions

Essential Repairs

It is strongly advised that the essential defects are investigated and rectified prior to purchase.

Comment

Additional Comments

NONE.

Report No: 10496

7

Advisable Repairs

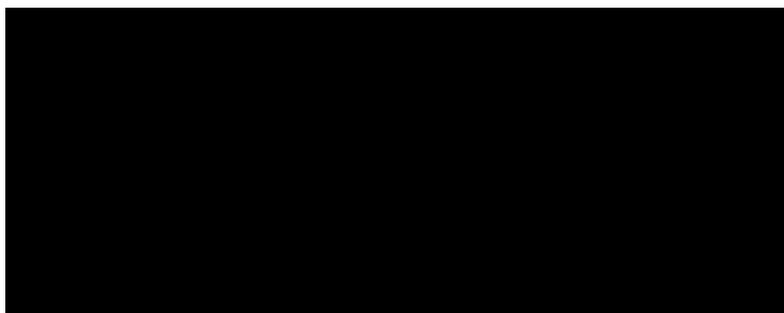
Please note that the advisable items may prove costly to repair and must be considered.

Item	Comment
------	---------

Report No: 10496

PLEASE READ CAREFULLY

- You are strongly advised to discuss the findings of this report with the vendor prior to making your decision to purchase the vehicle.
- Essential repairs should be investigated and rectified prior to purchase. These may be costly.
- Advisable repairs may prove costly to repair and must be considered prior to purchase.



ate 02/02/26

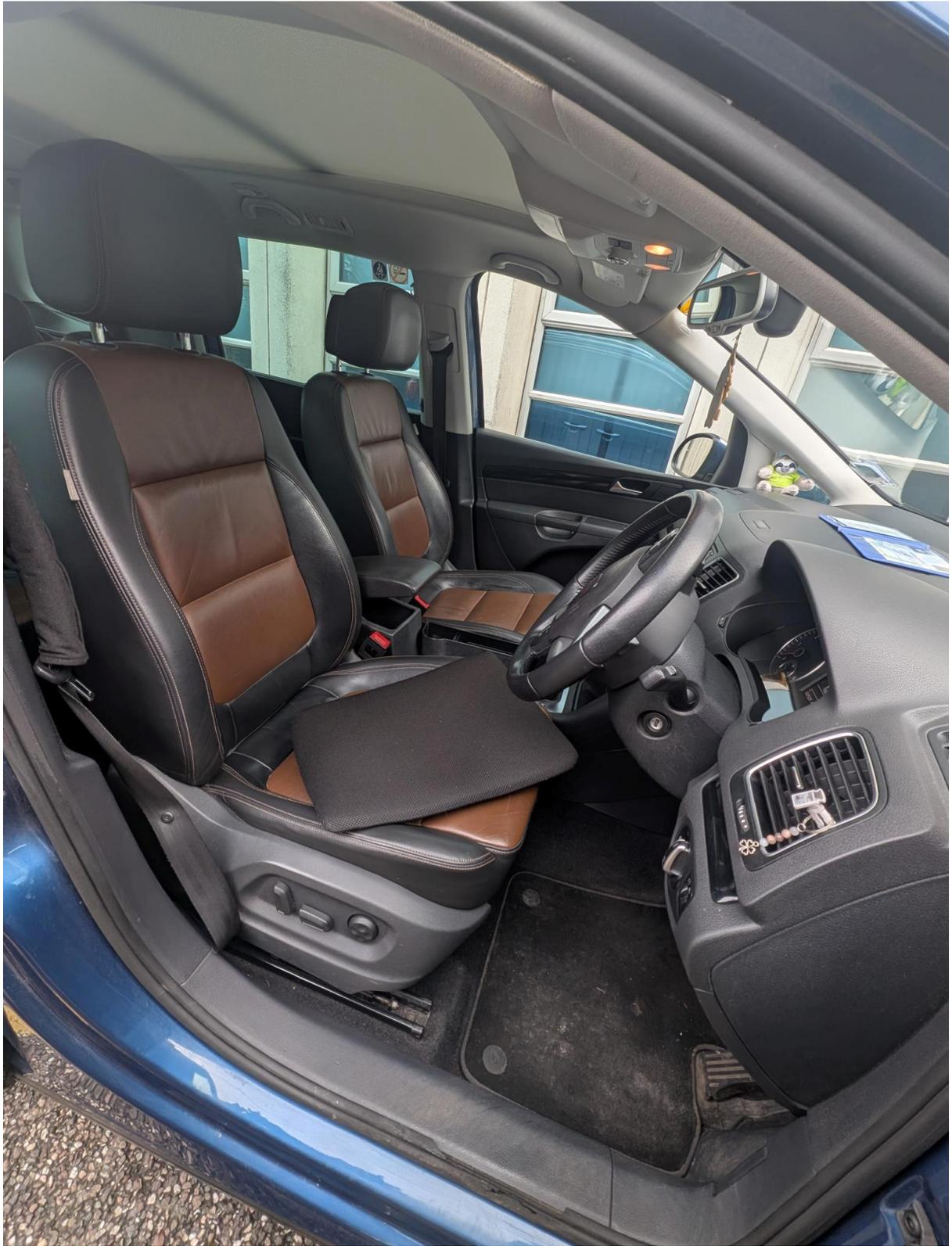
APPENDIX F















This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank