

Borough of Poole



**BYELAWS
AND
CONDITIONS
WITH RESPECT TO
HACKNEY CARRIAGES
AND
PRIVATE HIRE VEHICLES**

PART I

BYELAWS

**WITH RESPECT TO
HACKNEY CARRIAGES
AND
PRIVATE HIRE VEHICLES**

MADE UNDER SECTION 68 OF THE TOWN POLICE CLAUSES ACT 1847 SECTION 171 OF THE PUBLIC HEALTH ACT 1875 AND SECTION 26 OF THE POOLE CORPORATION ACT 1965 AS AMENDED BY THE LOCAL GOVERNMENT ACT 1972 BY THE COUNCIL OF THE BOROUGH OF POOLE WITH RESPECT TO HACKNEY CARRIAGES AND MOTOR VEHICLES LET FOR HIRE IN THE BOROUGH OF POOLE

INTERPRETATION

1. Throughout these Byelaws "the Council" means the Council of the Borough of Poole and "the Borough" means the Borough of Poole and "Private hire vehicles" has the meaning assigned to it by Section 26(2) of the Poole Corporation Act 1965.

LICENCE PLATES

2. The proprietor of a hackney carriage shall
 - (a) cause to be affixed
 - (i) on the outside rear of the carriage above the bumper the plate provided by the Council on which is marked the number of the licence granted in respect of such carriage and the plate shall be at all times clearly visible from the rear and be maintained in a clean condition;
 - (ii) on the inside of the carriage the statement provided by the Council on which is marked the number of the licence granted in respect of such carriage and the statement shall be maintained in such position as to be at all times easily observed by any person being conveyed.
 - (b) not wilfully or negligently cause or suffer any such plate, statement or number to be removed or concealed from public view while the carriage is standing, plying or being driven for hire.
 - (c) not cause or permit the carriage to stand or ply for hire with any such plate, statement or number so defaced that any figure or material particular is illegible.

FURNISHINGS

3. The proprietor of a hackney carriage shall
 - (a) provide sufficient means by which any person in the carriage may communicate with the driver.
 - (b) cause the roof or covering to be kept watertight.
 - (c) provide any necessary windows and a means of opening and closing not less than one window on each side and ensure that all windows and window handles are maintained in good repair and condition.
 - (d) cause the seats to be properly cushioned or covered.
 - (e) cause the floor to be provided with a proper carpet, mat or other suitable covering.
 - (f) cause both the exterior and the interior of the carriage including all the fittings and furniture to be kept in a clean condition, well maintained and in every way fit for public service.
 - (g) provide proper and sufficient accommodation for luggage and means for securing luggage.

- (b) provide and at all times maintain an efficient fire extinguisher which shall be carried in such position as to be readily available for use.
- (i) provide at least two doors for the use of persons conveyed in such carriage and a separate means of ingress and egress for the driver.
- (j) cause the floor to be kept in good repair so as to ensure that no danger is caused to passengers and no exhaust gases shall be permitted to enter the carriage.
- (k) provide and maintain an electric light in the interior of such carriage for the use of any person hiring or being driven therein.
- (l) carry a spare wheel or tyre and suitable tools for the replacement of damaged or punctured tyres.

TAXIMETER

- 4. The proprietor of a hackney carriage shall cause the same to be provided with a taximeter so constructed, attached, and maintained as to comply with the following requirements, that is to say
 - (a) the taximeter shall be fitted with a key, flag or other device the turning of which will bring the machinery of the taximeter into action and cause the word "HIRED" to appear on the face of the taximeter.
 - (b) such key, flag or other device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and that no fare is recorded on the face of the taximeter.
 - (c) when the machinery of the taximeter is in action there shall be recorded on the face of the taximeter in clearly legible figures a fare not exceeding the rate or fare which the proprietor or driver is entitled to demand and take for the hire of the carriage by distance in pursuance of the Byelaws in that behalf.
 - (d) the word "FARE" shall be printed on the face of the taximeter in plain letters so as clearly to apply to the fare recorded thereon.
 - (e) the taximeter shall be so placed that all letters and figures on the face thereof are at all times plainly visible to any person being conveyed in the carriage, and for the purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring.
 - (f) the taximeter and all the fittings thereof shall be so affixed to the carriage with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking, damaging or permanently displacing the seals or other appliances.
- 5. In any case where it appears to the Council to be impracticable for a proprietor for the time being to comply with any requirement contained in Byelaws 3 or 4 they may issue a certificate to that effect to the proprietor and thereupon the proprietor shall not be guilty of an offence in respect of a failure to comply with that requirement if he causes the carriage to stand or ply for hire until the expiry of such period of time as may be specified in the certificate for compliance with the requirement aforesaid.

CONDUCT OF PROPRIETORS AND DRIVERS

- 6. The driver of a hackney carriage shall:-
 - (a) when standing or plying for hire, keep the key, flag or other device fitted in pursuance of the Byelaw in that behalf locked in the position in which no fare is recorded on the face of the taximeter.

- (b) before beginning a journey for which a fare is charged for distance and time, bring the machinery of the taximeter into action by moving the said key, flag or other device, so that the word "HIRED" is legible on the face of the taximeter and keep the machinery of the taximeter in action until the termination of the hiring.
 - (c) cause the dial of the taximeter to be kept properly illuminated throughout any part of a hire which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1972, and also at any other time at the request of the hire.
- 7. A proprietor or driver of a hackney carriage shall not tamper with or permit any person to tamper with any taximeter with which the carriage is provided, with the fittings thereof, or with the seals affixed thereto, without the written authority of the Council.
 - 8. The driver of a hackney carriage shall, when plying for hire in any street and not actually hired
 - (a) proceed with reasonable speed to one of the stands appointed by the Council for that purpose.
 - (b) if a stand, at the time of his arrival, is occupied by the full number of carriages authorised to occupy, proceed to another stand.
 - (c) on arriving at a stand not already occupied by the full number of carriages authorised to occupy it, station the carriage on the stand so as to face the same direction as any other carriages on the stand.
 - (d) from time to time when any other carriage immediately in front is driven off or moved forward at once cause this carriage to be moved forward so as to fill the place previously occupied by the carriage driven off or moved forward.
 - (e) during the whole time the carriage is on the stand be within call thereof and ready to be hired.
 - 9. A proprietor or driver of a hackney carriage, when standing, or plying for hire, shall not, by calling out or otherwise, importune any person to hire such carriage and shall not make use of the services of any other person for the purpose.
 - 10. A proprietor or driver of a hackney carriage shall not by any means interfere with the free selection by any person of the particular carriage on any stand which such person may desire to hire.
 - 11. The driver of a hackney carriage shall behave in a civil and orderly manner and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the carriage.
 - 12. The driver of a hackney carriage shall not at any time while driving for hire smoke tobacco, drink or eat without the permission of the person or persons being conveyed in such carriage.
 - 13. The driver of a hackney carriage shall not at any time without the permission of the person or persons being conveyed in such carriage play any radio or sound reproducing instrument or equipment in such carriage other than for the purpose of sending or receiving messages in connection with the operation of such carriage.
 - 14. The driver of a hackney carriage shall at no time cause or permit the noise emanating from any radio (or other previously mentioned equipment) in the carriage which he is driving to be a source of nuisance or annoyance to any persons whether inside or outside the carriage.
 - 15. The proprietor or driver of a hackney carriage who has agreed or has been hired to be in attendance with the carriage at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such carriage at such appointed time and place.
 - 16. A proprietor or driver of a hackney carriage shall not convey or permit to be conveyed in such carriage any greater number of persons than the number of persons specified in the licence granted by the Council in respect thereof provided that for the purpose of this Byelaw two children under the age of ten years shall be regarded as one person and children under the age of three years shall not be reckoned.

17. The driver of a hackney carriage shall when requested by any person hiring or seeking to hire the carriage
 - (a) convey a reasonable quantity of luggage
 - (b) afford reasonable assistance in loading and unloading
 - (c) afford reasonable assistance in removing it to or from the entrance of any building, station, or place at which he may take up or set down such persons
 Provided always that the driver of a hackney carriage shall not be obliged to convey
 - (a) any article or animal which is of such bulk or amount or character that the carrying of such article or animal would be likely to cause damage to the carriage or its fittings
 - (b) any petroleum spirit or explosive or dangerous substance
 - (c) any noxious, odorous, foul or offensive substance.
18. The driver of a hackney carriage shall not carry luggage on the roof of any vehicle without ensuring that it is adequately fixed on a secure luggage rack.
19. The driver of a hackney carriage shall, if requested by any person being conveyed in such carriage provide him with a written receipt for the fare paid.
20. The driver of a hackney carriage shall not convey in the carriage any animal belonging to or in the custody of himself or the proprietor of the carriage.
21. The driver of a hackney carriage shall at all times while driving for hire display on the dashboard of such carriage (or in other position agreed by the Council) and in a position to be clearly visible to all passengers carried therein the identity card issued by the Council bearing the drivers licence number.
22. The proprietor or driver of a hackney carriage shall not place or suffer to be placed on any window or any part of the exterior of such carriage any advertisement or printed matter (other than the words permitted by these Byelaws or such other words as may from time to time be approved by or on behalf of the Council) provided that this Byelaw shall not apply to any sign which is required by law to be displayed in or upon such carriage.

STATEMENT OF FARES

23. (a) The proprietor of a hackney carriage shall:
 - (i) cause a statement or the current table of fares fixed by the Council for the hire of such carriage to be printed or marked on a plate affixed to the inside of the carriage in a position approved by the Council in clearly distinguishable letters and figures.
 - (ii) renew such letters and figures as often as is necessary to keep them clearly visible.
- (b) The proprietor or driver of a hackney carriage bearing a statement of the table of fares in accordance with this Byelaw shall not wilfully or negligently cause or suffer the letters or figures in the statement to be concealed or render illegible at any time while the carriage is plying or being used for hire.

FOUND PROPERTY

24. The proprietor or driver of a hackney carriage shall, immediately after the termination of any hiring as soon as practicable thereafter, carefully search the carriage for any property which may have been accidentally left therein.

25. The proprietor or driver of a hackney carriage shall, if any property accidentally left therein by any person who may have been conveyed in the carriage be found by or handed in to him:
 - (a) carry it within forty-eight hours, if not sooner claimed by or on behalf of its owner, to the office of the Council, and leave it in the custody of the officer in charge of the office on his giving a receipt for it.
 - (b) be entitled from any person to whom the property shall be re-delivered an amount equal to five pence in the pound of its estimated value (or the fare for the distance from the place of finding to the office of the Council, whichever be the greater) but not more than five pounds.

PENALTIES

26. Every person who shall offend against any of these Byelaws shall be liable on summary conviction to a fine not exceeding fifty pounds and in the case of a continuing offence to a further fine not exceeding five pounds for each day during which the offence continues after conviction thereof.

PRIVATE HIRE VEHICLES

27. The following provisions of the foregoing Byelaws shall apply in relation to private hire vehicles as if they were in terms applicable thereto (that is to say):

Byelaw 2	(display of licence number of carriage)
Byelaw 3	(furnishing and maintenance of carriages)
Byelaw 11	(driver to behave in orderly manner)
Byelaw 12	(driver not to smoke, drink or eat)
Byelaw 13	(driver not to operate radio)
Byelaw 14	(driver not to cause excessive noise)
Byelaw 15	(driver to attend punctually at appointed time and place)
Byelaw 16	(number of passengers not to exceed number specified in licence)
Byelaw 17	(drivers to convey and assist with luggage)
Byelaw 18	(drivers not to carry luggage on roof of carriage except in approved luggage rack)
Byelaw 19	(driver to provide written receipt on request)
Byelaw 20	(driver not to convey animal in carriage)
Byelaw 22	(advertisements not to be placed on carriages)
Byelaw 24	(carriage to be searched after each hiring for property accidentally left therein)
Byelaw 25	(disposal of property accidentally left in carriage)
Byelaw 26	(penalties for offences against Byelaws)

REPEAL.

28. The Byelaws relating to hackney carriages which were made by the Council on the thirtieth day of April One thousand nine hundred and sixty-eight and which were confirmed by one of Her Majesty's Principal Secretaries of State on the eleventh day of July One thousand nine hundred and sixty-eight are hereby repealed.

PART II

**HACKNEY CARRIAGE
CONDITIONS**

TYPE AND MAINTENANCE OF VEHICLES

1. Hackney carriage licences will only be issued for hard top, four door saloons (including the use of a metropolitan type taxi) with a minimum 1300cc engine size.
2. No material alteration or change in the specification, design, condition or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.
3. The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements including in particular those contained in Motor Vehicles (Construction and Use) Regulations regarding adequate seating for a minimum of four passengers with adequate provision for luggage space shall be fully complied with.

SUBSTITUTION OF VEHICLES

4. A proprietor of a hackney carriage desirous of substituting the licensed vehicle for another vehicle must notify the Council and arrange for the vehicle not so licensed to be inspected by the authority before the substitution is effected.

SALE OF VEHICLE

5. A proprietor of a hackney carriage on intending to sell the licensed vehicle without substitution must surrender the existing licence and plate to the Council, before selling the licensed vehicle.

TAXIMETER

6. A proprietor or driver of a hackney carriage shall not tamper with or permit any persons to tamper with any taximeter with which the carriage is provided, with the fittings thereof or with the seals affixed thereto.
7. In cases where a taximeter is out of action, the proprietor must notify the Council immediately. A permit to ply for hire without a meter may then be issued by the Council for a period of 14 days, subject to immediate steps being taken to effect repair.
8. The proprietor of a hackney carriage shall cause it to be provided with a taximeter of the two- tariff type and it shall be fitted within the vehicle to the satisfaction of the Council's Hackney Carriage Inspector.
9. When the machinery of the taximeter is in action there shall be recorded on the face of the taximeter in figures clearly legible and free from ambiguity a fare which shall be calculated in accordance with the charges for hackney carriages currently authorised by the Council.
10. The word "FARE" shall appear on the face of the taximeter in plain letters so as clearly to apply to the fare recorded thereon.
11. The taximeter shall be so placed that all letters and figures on the face thereof may be at all times plainly visible to any person being conveyed in the carriage, and for that purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring.
12. The proprietor of a hackney carriage provided with a taximeter not fitted with a flag or other device bearing the words "FOR HIRE" shall cause the carriage to be provided with a sign so constructed as to comply with the following requirements, that is to say:
 - (a) the sign shall bear the words "FOR HIRE" in plain letters at least 1 ins in height; and

- (b) the sign shall be capable of being so operated that it indicates clearly and conveniently to persons outside the carriage whether or not the carriage is for hire.

CHARGES

13. A list of authorised charges shall be displayed in a position approved by the Council's Transport Manager in every vehicle licensed as a hackney carriage, and no other fares shall be charged.

SAFETY EQUIPMENT

14. There shall be provided and maintained in the vehicle at all times when it is in use or available for hire, a suitable and efficient fire extinguisher and a suitable first aid kit containing appropriate first aid dressings and appliances, such equipment to be carried in such a position in a vehicle as to be readily visible and available for immediate use in an emergency.

LICENCE NUMBER AND INTERIOR MARKINGS

15. (a) The hackney carriage number plate issued by the Council on the licensing of the carriage will be displayed in a position approved by the Hackney Carriage Inspector namely, on the outside of the carriage, affixed to the body of the vehicle and just above the rear bumper. The plate is the property of the Council and must be returned to the Hackney Carriage Inspector forth with when the licence expires and is not to be renewed. The cost of a plate which is damaged or lost shall be paid to the Council by the proprietor of the said vehicle.
- (b) A proprietor or driver of a hackney carriage shall not:
- (i) wilfully or negligently cause or suffer any such number to be concealed from public view while the carriage is standing or plying for hire;
 - (ii) cause or permit the carriage to stand or ply for hire with any such plate so defaced that any such number is illegible.
- (c) The proprietor shall cause to be clearly marked and maintained inside the vehicle in such position as to be visible at all times to persons conveyed therein, the number of this licence.
16. Where a new plate is issued, if the recipient wishes to dispose of the plate within 5 years of the date of issue the plate must be returned to the Council. (After 5 years the holder is free to dispose of the plate as he wishes).

SIGNS, NOTICES, ETC.

17. The proprietor or driver of a hackney carriage shall not place or suffer to be placed on any window or on any part of the exterior of such vehicle any advertising or printed matter other than such as may be required to comply with the conditions imposed by the Council.
18. The carriage must be fitted with a sign above the roof of the vehicle visible to prospective passengers and illuminated at night. The sign to display to the front the word "TAXI" in letters of 3" in height and with tolerance of 1/8". Above will be shown "PCOLE" in letters of 1" in height and tolerance of 1/8", letters black on white panel, and to the rear the word "TAXI" only in black. Details of the approved standard sign may be obtained from the Council.

INSURANCE

19. The proprietor shall ensure that the vehicle hereby licensed is insured for hire and reward throughout the period of its use.

ACCIDENTS AND CONVICTIONS

20. The proprietor of any hackney carriage shall report as soon as reasonably practicable, and in any case within 72 hours of the occurrence thereof, any accident to such hackney carriage causing damage materially affecting the safety, performance or appearance of the hackney carriage for the comfort or convenience of persons carried therein.
21. The proprietor shall within seven days disclose to the Council in writing details of any conviction imposed on him (or, if the proprietor is a company or partnership, on any of the directors or partners) during the period of the licence.

EXAMINATION AND INSPECTION

22. The proprietor of a hackney carriage shall cause the same to be presented to the Council's Hackney Carriage Inspector for examination and inspection at least once in every year, and at any other time specified by an Authorised Officer of the Council.
23. When an M.O.T. Certificate which has been issued in respect of a hackney carriage expires, the proprietor of the said hackney carriage shall cause the same to be presented to the Council at Hatchpond Depot to obtain a new M.O.T. Certificate. As M.O.T. Certificate obtained from any other garage will not be accepted and a vehicle licence will not be issued. Any licensed vehicle requiring an M.O.T. Certificate for the first time shall obtain it from the Council at Hatchpond Depot and from no other garage.

C.B. RADIOS

24. The proprietor or driver of a hackney carriage shall not cause or permit the carriage to be fitted with Citizen's Band Radio capable of transmitting and receiving messages.

MEDICAL DISABILITY

25. The holder of a hackney carriage drivers licence is required to inform the Council at once, if he/she has any disability or illness which is or may become likely to affect his/her fitness as a driver.

MAINTENANCE RECORDS

26. The holder of a hackney carriage vehicle licence is required to keep a record of maintenance carried out on the licensed vehicle in the form as laid down by the Council. The vehicle maintenance record shall be completed when any maintenance is carried out on the licensed vehicle and should be available at all times for inspection by the Council's authorised officer.

NOTE: Any person who shall offend against any of these conditions shall be liable on summary conviction to a fine not exceeding £100, or to have the licence suspended or revoked.

PART III

**PRIVATE HIRE
CONDITIONS**

PRIVATE HIRE DRIVERS

CONDUCT OF DRIVERS

1. The proprietor or driver of a private hire vehicle shall behave in a civil and orderly manner and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the vehicle.
2. The proprietor or driver of a private hire vehicle shall not at any time whilst driving for hire, smoke tobacco, drink or eat without the permission of the person or persons being conveyed in such vehicle.
3. The driver shall not without the express consent of the hiree, play any radio or sound reproducing instrument or equipment in the vehicle other than for the purpose of sending or receiving messages in connection with the operation of the vehicle.
4. The driver shall at no time cause or permit the noise emitted by any radio (or other previously mentioned equipment) in the vehicle which he is driving to be a source of nuisance or annoyance to any persons, whether inside or outside the vehicle.

PROMPT ATTENDANCE

5. The proprietor or driver of a private hire vehicle who has agreed or who has been hired to be in attendance with the vehicle at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such vehicle at such appointed time and place.

PASSENGERS

6. A proprietor or driver of a private hire vehicle shall not convey or permit to be conveyed in such vehicle any greater number of persons than the number of persons specified in the licence granted by the Council in respect thereof provided that for the purpose of this condition two children under the age of ten years shall be regarded as one person.
 7. The driver shall not allow there to be conveyed in the front of a private hire vehicle:
 - (a) Any child below the age of ten years; or
 - (b) More than one person above that age.
 8. The driver shall not without the consent of the hirer of the vehicle convey or permit to be conveyed any other person in that vehicle.
 9. The driver of a private hire vehicle shall when requested by any person hiring or seeking to hire the vehicle:
 - (a) Convey a reasonable quantity of luggage;
 - (b) Afford reasonable assistance in loading and unloading;
 - (c) Afford reasonable assistance in removing it to or from the entrance of any building, station or place at which he may pick up or set down such person.
- PROVIDED ALWAYS that the driver of a private hire vehicle shall not be obliged to convey:-
- (a) Any article or animal which is of such bulk or amount or character that the carrying of such article or animal would be likely to cause damage to the vehicle or its fittings;

- (b) Any petroleum spirit or explosive or dangerous substance;
- (c) Any noxious, odorous, foul or offensive substance.

10. A driver shall not carry luggage on the roof of any vehicle without ensuring that it is adequately fixed on a secure luggage rack.

WRITTEN RECEIPT

11. The driver shall if requested by the hirer of a private hire vehicle provide him with a written receipt for the fare paid.

ANIMALS

12. The driver shall not convey in a private hire vehicle any animal belonging to or in the custody of himself or the proprietor or operator of the vehicle, and any animal belonging to or in the custody of any passenger which in the driver's discretion may be conveyed in the vehicle shall only be conveyed in the rear of the vehicle.

COPY OF CONDITIONS

13. The driver shall at all times when driving the private hire vehicle carry with him a copy of these conditions and shall make it available for inspection by the hirer or any other passenger on request.

LICENSED VEHICLE (operator)

14. The operator shall only engage a driver to drive a licensed private hire vehicle, who is the holder of a current hackney carriage drivers licence, or private hire vehicle drivers licence, issued by the Council.

LICENSED DRIVER (proprietor)

15. No person being the proprietor of a private hire vehicle licensed by the Council, shall employ as the driver thereof, for the purpose of any hiring, any person who does not have a current licence to do so.

TAXIMETER

16. If a private hire vehicle is fitted with a taximeter which shall be calibrated in accordance with the Hackney Carriage scale of fares, the driver shall not cause the fare recorded thereon to be cancelled or concealed until the hirer has had a reasonable opportunity of examining it and has paid the fare (unless credit is to be given).

17. The driver shall not demand from any hirer of a private hire vehicle any fare in excess of any previously agreed for that hiring between the hirer and the operator or, if the vehicle is fitted with a taximeter and there has been no previous agreement as to the fare, the fare shown on the face of the taximeter.

CHANGE OF ADDRESS

18. The driver shall notify the Council in writing of any change of his address during the period of the licence within seven days of such change taking place.

CONVICTIONS

19. The driver shall within seven days disclose to the Council in writing details of any conviction imposed on him during the period of the licence.
20. The driver shall upon the expiry (without immediate renewal), revocation or suspension of this licence forthwith return to the Council the driver's identity card issued to him by the Council when granting this licence.

SIGNS, NOTICES, ETC.

21. The proprietor or driver of a private hire vehicle shall not place or suffer to be placed on any window or any part of the exterior of such vehicle any advertisement or printed matter or any identifying mark other than such as may be required to comply with the conditions imposed by the Council.

LOST PROPERTY

22. The proprietor or driver of a private hire vehicle shall immediately after the termination of any hiring or as soon as practicable thereafter carefully search the vehicle for any property which may have been accidentally left therein.
23. The proprietor or driver of a private hire vehicle shall, if any property accidentally left therein by any person who may have been conveyed in the vehicle be found by or handed to him,
 - (a) Carry it as soon as possible and in any event within 48 hours, if not sooner claimed by or on behalf of its owner, to the office of the Council, and leave it in the custody of the officer in charge of the office on his giving a receipt for it;
 - (b) Be entitled to receive from any person to whom the property shall be returned an amount as specified in Column (2) of the Schedule as set out below:-

(1) Article	(2) Amount
1. Handbag or purse (including contents if any) not containing money. Glove or pair of gloves. Key or bunch of keys. Hat. Mackintosh (Plastic or nylon). Scarf. Book. Smokers' requisites. Spectacles or sunglasses. Umbrella. Walking Stick. Article of small value.	50p
2. Money, purse, handbag or other receptacle (including contents if any) containing money.	10% of value of money, subject to a minimum charge of 50p and a maximum of £20.

PRIVATE HIRE VEHICLES

TYPE AND MAINTENANCE OF VEHICLE

1. Private hire vehicle licences will only be issued for hard top four-door saloons (excluding any metropolitan type vehicle) with a minimum 1300 cc engine size.
2. No material alteration or change in the specification, design, condition or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.
3. The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements including in particular those contained in Motor Vehicles (Construction and Use) Regulations regarding adequate seating for a minimum of four passengers with adequate provision for luggage space shall be fully complied with.

SUBSTITUTION OF VEHICLE

4. A proprietor of a private hire vehicle desirous of substituting the licensed vehicle for another, must notify the Council and arrange for the vehicle not so licensed to be inspected by the authority before the substitution is effected. Application for substitution of a vehicle must be submitted on the official form as for a new licence.

SALE OF VEHICLE

5. A proprietor of a private hire vehicle on intending to sell the licensed vehicle without substitution, must surrender the existing licence and plate to the Council, before selling the licensed vehicle.

SAFETY EQUIPMENT

6. There shall be provided and maintained in the vehicle at all times when it is in use or available for hire, a suitable and efficient fire extinguisher and a suitable first aid kit containing appropriate first aid dressings and appliances, such equipment to be carried in such a position in a vehicle as to be readily visible and available for immediate use in an emergency.

(The condition relating to first aid kits will not be enforced prior to 1 April 1982).

LICENCE NUMBER AND INTERIOR MARKINGS

7. (a) The vehicle number plate issued by the Council on licensing will be displayed in a position approved by the Hackney Carriage Inspector namely, on the outside of the vehicle, affixed to the body of the vehicle and just above the rear bumper. The plate is the property of the Council and must be returned to the Hackney Carriage Inspector forthwith when the licence expires and is not to be renewed. The cost of a plate which is damaged or lost shall be paid to the Council by the proprietor of the said vehicle.
- (b) A proprietor or driver of a private hire vehicle shall not willfully or negligently cause or suffer any such number to be concealed from public view while the vehicle is being hired, nor allow such plate to be defaced so that any such number is illegible.
- (c) The proprietor shall cause to be clearly marked and maintained inside the vehicle in such position to be visible and at all times to persons conveyed therein, the number of this licence.

(1)	(2)
3. Pushchair or perambulator or baby buggy. Items of clothing not being articles of small value and not otherwise specified	£1
4. Livestock. Pet or other animal.	£1
5. Additional daily charge for keeping animal.	£1
6. Article, not otherwise provided for, of value not exceeding £50	£2.50
7. Article, not otherwise provided for, of value exceeding £50	£5

IDENTITY CARD

24. The identity card issued by the Council bearing the driver's licence number and photograph shall be displayed in every vehicle in a position approved by the Council, namely, on the dashboard suspended by means of the clip provided by the Council and in a position to be clearly seen by all passengers carried therein.

REQUIREMENTS FOR A DRIVER

25. No driver's licence shall be granted to new applicants and applicants over 60 years of age unless the applicant has passed a medical examination, and new applicants passed the Council's "Knowledge of the Borough" test, recognising a minimum of 20 locations. All applicants must:-
 - (a) be over 21 years of age;
 - (b) have held an ordinary driver's licence for at least 12 months; and
 - (c) the Council to be satisfied that the applicant is a fit and proper person to hold a licence.
26. Any persons who shall offend against any of these conditions shall be liable on summary conviction to a fine not exceeding £100, or to have the licence suspended or revoked.

MEDICAL DISABILITY

27. The holder of a private hire drivers licence is required to inform the Council at once, if he/she has any disability or illness which is or may become likely to affect his/her fitness as a driver.

SIGNS, NOTICES, ETC.

8. A proprietor or driver of a private hire vehicle shall not place or suffer to be placed on any window or on any part of the exterior of such vehicle any sign, badge, advertising or printed matter other than such as may be required to comply with the conditions imposed by the Council, or may from time to time be approved by or on behalf of the Council.

INSURANCE

9. The proprietor shall ensure that the vehicle hereby licensed is insured for hire and reward throughout the period of its use.

ACCIDENTS AND CONVICTIONS

10. A proprietor of any private hire vehicle shall report as soon as reasonably practicable, and in any case within 72 hours of the occurrence thereof, any accident to such vehicle causing damage materially affecting the safety, performance or appearance of the vehicle for the comfort or convenience of persons carried therein.
11. The proprietor shall within seven days disclose to the Council in writing details of any conviction imposed on him (or, if the proprietor is a company or partnership, on any of the directors or partners) during the period of the licence.

EXAMINATION AND INSPECTION

12. The proprietor of a private hire vehicle shall cause the same to be presented to the Council for examination and inspection at least once in every year, and any other time specified by an Authorised Officer of the Council.
13. When an M.O.T. Certificate which has been issued in respect of a private hire vehicle expires, the proprietor of a private hire vehicle shall cause the same to be presented to the Council at Hatchpond Road to obtain a new M.O.T. Certificate. An M.O.T. Certificate obtained from any other garage will not be accepted and a vehicle licence will not be issued. Any licensed vehicle requiring an M.O.T. Certificate for the first time shall obtain it from the Council at Hatchpond Depot and from no other garage.

C.B. RADIOS

14. The proprietor or driver of a private hire vehicle shall not cause or permit the vehicle to be fitted with Citizens' Band Radio capable of transmitting and receiving messages.

MAINTENANCE RECORDS

15. The holder of a private hire vehicle licence is required to keep a record of maintenance carried out on the licensed vehicle in the form as laid down by the Council. The vehicle maintenance record shall be completed when any maintenance is carried out on the licensed vehicle and should be available at all times for inspection by the Council's authorised officer at the annual inspection.

NOTE: Any person who shall offend against any of these conditions shall be liable on summary conviction to a fine not exceeding £100, or to have the licence suspended or revoked.

PRIVATE HIRE OPERATORS

STANDARD OF SERVICE

1. The operator shall provide a prompt, efficient and reliable service to members of the public at all reasonable times and for this purpose shall in particular:-
 - (a) Ensure that when a private hire vehicle has been hired to be in attendance at an appointed time and place, the vehicle shall, unless delayed or prevented by sufficient cause, punctually attend at that appointed time and place,
 - (b) Ensure that any premises which the operator provides and to which the public have access whether for the purpose of booking or waiting are kept clean, adequately heated, insulated and lit,
 - (c) Ensure that any waiting area provided by the operator has adequate seating facilities.

RECORDS

2. The operator shall keep a record in the form prescribed by the Council and shall enter therein, before the commencement of each journey, particulars of every booking of a private hire vehicle invited or accepted by him/her, whether by accepting the booking from the hirer or by undertaking it at the request of another operator.
3. The operator shall keep a record of any private hire vehicle operated by him/her which particulars shall include details of the owners, registration numbers and drivers of such vehicles, together with any radio call sign used. If the number of vehicles under the control of the operator changes, or there be any material change subsequent to the issue of the licence, the Council shall be notified without delay.
4. All these records must be produced for inspection upon the request of an authorised officer and shall be preserved for a period of not less than six months following the date of the last entry.

RANKING

5. Where a proprietor or group or company operates more than two private hire vehicles, those vehicles shall not be stationed on the highway together unless they are at that moment actually in use for the purpose of carrying passengers for which a hire has been agreed. A single private hire vehicle may wait on a highway, (subject to Road Traffic Regulations) away from the operator's office and any Hackney Carriage stands.

CHANGE OF ADDRESS

6. The operator shall notify the Council in writing of any change of his address (including any address from which he operates or otherwise conducts his business as an operator) during the period of the licence within 7 days of such change taking place.

SALE OF VEHICLE

7. A proprietor of a private hire vehicle on intending to sell the licensed vehicle without substitution, must surrender the existing licence and place to the Council, before selling the licensed vehicle.

SUBSTITUTION OF VEHICLE

8. A proprietor of a private hire vehicle desirous of substituting the licensed vehicle for another, must notify the Council and arrange for the vehicle not so licensed to be inspected by the authority before the substitution is effected. Application for substitution of a vehicle must be submitted on the official form as for a new licence.

CONVICTIONS

9. The operator shall within seven days disclose to the Council in writing details of any conviction imposed on him (or if the operator is a company or partnership, on any of the directors or partners) during the period of the licence.

INSURANCE

10. The operator shall ensure that all vehicles thereby licensed are insured for hire and reward throughout the period of their use.
11. Any person who shall offend against any of these conditions shall be liable on summary conviction to a fine not exceeding £100 or to have the licence suspended or revoked.

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