



The Licensing Team
Environmental Health & Housing
North Devon Council
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APPLICATION FOR THE GRANT/RENEWAL OF A HORSE DRAWN HACKNEY CARRIAGE LICENCE

Form Ref: HD2

Data Protection

North Devon Council is the Data Controller.

Your personal information will be held and used in accordance with the requirements of the Data Protection Act 1998. We will use the information you have provided in connection with the administration of Licensing.

We may lawfully disclose information to other public sector agencies to:

- prevent or detect fraud and any other crime;
- support national fraud initiatives;
- protect public funds;
- progress your request for service.

We may also use basic information about you, e.g. name and address, in other areas of service provision at North Devon Council if this:

- helps you to access our services more easily;
- promotes the more efficient and cost-effective delivery of services;
- helps us to recover monies that you owe us.

We will not use your personal information in a way that may cause you unwarranted detriment.

For further information regarding the National Fraud Initiative, please visit the Council's website – www.northdevon.gov.uk/fairprocessingnotice

If you require this document in an alternative format, please contact us.

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

If you are completing this form by hand, please write legibly in block capitals using ink. Use additional sheets if necessary (marked with the number of the relevant questions). You may wish to keep a copy of the completed form for your records.

**APPLICATION FOR THE GRANT/RENEWAL* OF A
HORSE DRAWN HACKNEY CARRIAGE LICENCE
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976**

IMPORTANT NOTES

It is an offence under Section 57 Local Government (Miscellaneous Provisions) Act 1976, for any person knowingly or recklessly make any false statement or omit any material particulars in giving this information.

Any change in the circumstances of the application or any other person or body which may render any of the provided information invalid must be immediately reported to the Licensing Team.

Part 1 – Proprietor(s) of Horse and Carriage

Name(s) and address(es) of every person who is a proprietor of the horse and carriage.

1. Title: Mr Mrs Miss Ms Dr Other (*please specify*)

Surname:

Other name(s):

2. Full Address:

Postcode:

Telephone :

3. Signature:

4. Title: Mr Mrs Miss Ms Dr Other (*please specify*)

Surname:

Other name(s):

5. Full Address:

Postcode

Telephone:

6. Signature:

[continue on a separate sheet if necessary]

Part 2 – Other concerned person

The name and address of any person who is concerned, either solely or in partnership with any other person in the keeping, employing or letting or hire of the horse and carriage.

7. Title: Mr Mrs Miss Ms Dr Other (*please specify*)

Surname:

Other name(s)

8. Full Address:

Postcode:

Telephone:

9. How Concerned:

10. Signature:

N.B. A licence will be issued in the name(s) of the stated Proprietor(s) of the horse and carriage.

Part 3 – Carriage Details

11. Type/make/model of carriage	
12. Colour/distinguishing features	
13. Number of wheels	
14. Number of horses to be used with carriage	
15. Manufacturers details (<i>where known</i>)	
16. Date of manufacture (<i>where known</i>)	
17. Seating Capacity (<i>excluding driver</i>)	
18. Company responsible for maintenance and repair	

Part 4 – Ancillary Equipment (Harness) Details

19. Details of the type of harness/ancillary equipment	
20. Manufacturer (<i>where known</i>)	
21. Company responsible for maintenance and repair	

Part 5 – Horse(s) to be Used with the Above Carriage

22. Name(s)	
23. Sex(es)	
24. Age(s) (note minimum of 6 years of age)	
25. Size(s)	
26. Colour(s)	
27. Breed(s)	
28. Freeze marks/brand (<i>if any</i>)	
29. Veterinary surgeon used	
30. Farrier used	
31. Number of years horse(s) has been used in carriage work	

Part 6 – Checklist (please tick)

This application must be accompanied by the following documents:	
A certificate showing satisfactory roadworthiness of the carriage (certificate issued by an approved Council inspector)	<input type="checkbox"/>
A certificate showing satisfactory condition of the ancillary equipment (certificate issued by an approved Council inspector)	<input type="checkbox"/>
A certificate showing the satisfactory fitness and appropriateness of the horses to be used (certificate issued by an approved Veterinary Surgeon)	<input type="checkbox"/>
Horse passports for those horses to be used with the carriage	<input type="checkbox"/>
An insurance policy to a sum of £2 million, appropriate for public hire and covering third party liability both in respect of physical injury or death and in respect of damage to personal belongings.	<input type="checkbox"/>
Current Licence fee	<input type="checkbox"/>