

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the Licensing &
Gambling Acts Sub Committee

Contact: Matthew Kerry
Telephone: 01246 242519
Email: matthew.kerry@bolsover.gov.uk

Monday, 26th February 2024

Dear Councillor,

LICENSING & GAMBLING ACTS SUB COMMITTEE

You are hereby summoned to attend a meeting of the Licensing & Gambling Acts Sub Committee of the Bolsover District Council to be held in the Committee Room 1, The Arc, Clowne on Thursday, 7th March, 2024 at 10:00 hours.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 3 onwards.

Yours faithfully



Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

**LICENSING & GAMBLING ACTS SUB COMMITTEE
AGENDA**

*Thursday, 7th March, 2024 at 10:00 hours taking place in the Committee Room 1, The
Arc, Clowne*

Item No.		Page No.(s)
1.	Election of Chair for the meeting	
2.	Apologies for Absence	
3.	Urgent Items of Business	
	To note any urgent items of business which the Chair has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
4.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
5.	Minutes	4 - 5
	To consider the minutes of the Licensing & Gambling Acts Sub Committee meeting held on 23 rd November 2022.	
6.	To consider whether to suspend or revoke a Personal Licence, under the Licensing Act 2003, following a licence holder's convictions for relevant offences	6 - 22

LICENSING & GAMBLING ACTS SUB COMMITTEE

Minutes of a meeting of the Licensing & Gambling Acts Sub Committee of the Bolsover District Council held Committee Room 1, The Arc, on Wednesday 23rd November 2022 at 10:30 hours.

PRESENT:-

Members:-

Councillor Ray Heffer in the Chair

Councillors: Maxine Dixon and Andrew Joesbury.

Officers:- Louise Arnold (Solicitor - Contentious Team), Charmaine Terry (Environmental Health Team Manager - Licensing), Sian Harpham (Licensing and Enforcement Officer) and Hannah Douthwaite (Governance and Civic Officer).

LGASC01-22/23 APOLOGIES FOR ABSENCE

There were no apologies for absence.

LGASC02-22/23 URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

LGASC03-22/23 DECLARATIONS OF INTEREST

There were no declarations of interest.

LGASC04-22/23 MINUTES

Moved by Councillor Ray Heffer and **Seconded** by Councillor Andrew Joesbury

RESOLVED that the minutes of a meeting of the Licensing & Gambling Acts Sub

Committee held on 3rd March 2022 be approved as a true and correct record.

LGASC05-22/23 TO CONSIDER WHETHER TO SUSPEND OR REVOKE A PERSONAL LICENCE, UNDER THE LICENSING ACT 2003

The Licensing and Enforcement Officer presented the report.

The Licensing and Gambling Acts Hearing Procedure was followed.

LICENSING & GAMBLING ACTS SUB COMMITTEE

The Environmental Health Team Manager – Licensing, and the Licensing and Enforcement Officer, left the meeting whilst Committee deliberated and returned to the meeting for the announcement of the decision.

Moved by Councillor Andrew Joesbury and **Seconded** by Councillor Maxine Dixon

RESOLVED that the Personal Licence be revoked.

(Licensing and Enforcement Officer)

The meeting concluded at 11:20 hours.

Bolsover District Council

**Licensing and Gambling Acts Sub-Committee on
07 March 2024**

Report of the Environmental Health Team Manager (Licensing)

Classification	This report is public.
Contact Officer	Samantha Crossland - Licensing and Enforcement Officer

PURPOSE/SUMMARY OF REPORT

To consider whether to suspend or revoke a Personal Licence, under the Licensing Act 2003, following a licence holder’s convictions for relevant offences.

REPORT DETAILS

1. Background

1.1 Bolsover District Council is responsible for granting Personal Licences under the Licensing Act 2003 (‘the Act’).

1.2 The Licensing Act 2003 is clear that four statutory objectives, each of equal importance, must be addressed by the Council when discharging its functions under the legislation.

Those licensing objectives are:

- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance; and
- The protection of children from harm.

1.3 In addition to the legislation, the Council must have regard to the Revised Guidance issued under section 182 of the Licensing Act 2003 and to the Council’s own licensing policy.

1.4 In 2019 the Council adopted it’s current Statement of Licensing Policy under the Licensing Act 2003 (‘the Policy’). Paragraphs 2.1 and 2.2 of the Policy outline the general principles of the Policy and the Act:

2.1 In exercising their functions under the Licensing Act 2003, licensing authorities must have regard to the licensing objectives as set out in section 4 of the Act.

The licensing objectives are:

- (a) the prevention of crime and disorder;*

(b) public safety;
(c) the prevention of public nuisance; and
(d) the protection of children from harm.
Each has equal importance.

2.2 *In carrying out its licensing functions, the Licensing Authority must also have regard to the licensing objectives, its Policy Statement and any statutory guidance under the Act and is bound by The Human Rights Act 1998. The Council must also fulfil its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Bolsover.*

1.5 Furthermore, Paragraph 7.32 of the Policy states the following:

7.32 The Policing and Crime Act 2017 gives Licensing Authorities a discretionary power to revoke or suspend personal licences, with effect from 6 April 2017.

When a Licensing Authority has granted a personal licence and becomes aware that the licence holder has been convicted of a relevant offence or foreign offence or been required to pay an immigration penalty, a licensing authority may revoke the licence or suspend it for a period of up to six months.

2. Details of Proposal or Information

2.1 Mrs Tracy Kay has held a Personal Licence issued by Bolsover District Council under the Licensing Act 2003 since 25 November 2005. A copy of her current Personal Licence is attached at **Appendix 1**.

Whilst Mrs Kay's licence shows an expiry date, the Deregulation Act 2015 amended the Act to remove the requirement to renew Personal Licences. Any licence still valid on 01 April 2015 remains valid indefinitely until such a time as the licence lapses or is revoked. There is no requirement for Personal Licences to be updated to remove the expiry date.

2.2 On 20 February 2023, the Licensing Team received information via local Police intelligence reports that Mrs Kay may have been involved in an assault at a licensed premises, and an investigation was ongoing. Confirmation was subsequently received from Derbyshire Constabulary on 18 July 2023, that Mrs Kay had been found guilty of a relevant offence, namely assault by beating. A copy of the notification is attached as **Appendix 2**.

2.3 Following a meeting with Derbyshire Constabulary on 03 January 2024, to discuss local intelligence, it was brought to the attention of the Licensing Team that formal notification of Mrs Kay's offence had not been received from the Magistrates' Court.

2.4 Subsequently, on 10 January 2024, in accordance with the legislation, the Licensing Team posted a notice to Mrs Kay, informing her that the Council were

considering whether to suspend or revoke her Personal Licence and invited her to make representations. A copy of this notice is attached at **Appendix 3**.

- 2.5 Mrs Kay has not made any representations in support of her Personal Licence.
- 2.6 The Council's Licensing Team contacted Chesterfield Magistrates' Court to confirm the outcome of the hearing. Chesterfield Magistrates' Court confirmed Mrs Kay was convicted of the below offence:

	Date of Conviction	Conviction	Sentence
Count 1	17 July 2023	Assault by beating	<ul style="list-style-type: none"> • Carry out unpaid work for 120 hours within the next twelve months. • Exclusion – not to enter The Cavendish Pub in Bolsover until 16 July 2024 • To pay £170.00 towards the costs of the prosecution • To pay victim surcharge of £114.00

A copy of the court extract is attached as **Appendix 4**.

- 2.7 Section 132A of the Act outlines the process that should be followed in the event a Personal Licence holder has been convicted of any relevant offence.

If the sub-committee decides not to revoke the Personal Licence, notice of the decision will be given to Derbyshire Constabulary who will be given 14 days to make representations. A supplementary report will then be prepared for the sub-committee to further consider the case.

- 2.8 Section 128 of the Act places a duty on Personal Licence holders to notify the Court that they hold a Personal Licence. Failure to comply with that duty is an offence and is punishable by a fine not exceeding £500.

On 16 January 2024 the Court confirmed that there are no notes to show that Mrs Kay disclosed her Personal Licence to the Court relating to her appearance on 7 July 2023. A copy of the confirmation is attached as **Appendix 5**.

- 2.9 Section 132 of the Act places a duty on Personal Licence holders to notify the Licensing Authority of any conviction for a relevant offence. Failure to comply with that duty is an offence and is punishable by a fine not exceeding £500.

Council records show that Mrs Kay has not formally notified the Council of the conviction.

- 2.10 Section 127 of the Act places a duty on Personal Licence holders to notify the Licensing Authority of any change of name or address as stated in the Personal Licence. Failure to comply with that duty is an offence and is punishable by a fine not exceeding £500.

Council records show that Mrs Kay has not formally updated the address on her licence.

- 2.11 Council records show that Mrs Kay ceased to be a Designated Premises Supervisor on 31 July 2008 and is not currently nominated as a Designated Premises Supervisor at any Licenced Premises within the Bolsover District Council area.

A further check with Derbyshire Constabulary has confirmed that Mrs Kay is not currently nominated as a Designated Premises Supervisor at any Licensed Premises in Derbyshire.

- 2.12 Having received confirmation of the offences the Council is now required to determine whether any action should be taken in respect of Mrs Kay's Personal Licence.

Driver History

- 2.13 Following receipt of the above-mentioned offence a search of Council records revealed that Mrs Kay was previously licensed as a Hackney Carriage/ Private Hire Driver with Bolsover District Council. Mrs Kay was first licensed in September 2018 and had her licence revoked in July 2023 under delegated powers.

- 2.14 A check of Mrs Kay's Hackney Carriage/ Private Hire Driver record revealed the following additional convictions:

Nature of Offence	Offence Date	Date of Conviction	Sentence
Common assault Criminal Justice Act 1988 s.39	15 May 2015	01 March 2016	One Sentence was handed down in respect of all four offences which was: <ul style="list-style-type: none"> • Community Order 1 Year supervision requirement* • Unpaid work requirement 100 hours* • Restraining Order for two years until 28 February 2018 – Protection from harassment. • Compensation £40 *Order revoked 25 August 2016 on the grounds of good progress
Common assault Criminal Justice Act 1988 s.39	15 May 2015	01 March 2016	
Common assault Criminal Justice Act 1988 s.39	15 May 2015	01 March 2016	
Common assault Criminal Justice Act 1988 s.39	15 May 2015	01 March 2016	

- 2.15 These offences are also relevant offences for the purpose of the Licensing Act 2003.
- 2.16 Whilst Mrs Kay did declare the existence of the offences from 2015 and declared her new address on her application for a Hackney Carriage/Private Hire Driver’s licence, the taxi licensing and Licensing Act 2003 regimes remain separate and the Act places specific obligations on Personal Licence holders to notify the Council of any relevant offences and any change of address. Licence holders are required to follow a statutory process to update their licence accordingly.

Records show that Mrs Kay has not followed that process.

3. Reasons for Recommendation

3.1 None

4 Alternative Options and Reasons for Rejection

4.1 None

RECOMMENDATION(S)

In accordance with section 132A of the Licensing Act 2003 the Council may:

- Suspend the Personal Licence for a period not exceeding 6 months;
- Revoke the Personal Licence; or
- Take no action.

Approved by N/A

IMPLICATIONS.

Finance and Risk: Yes No

Details:
 An appeal against any decision would incur costs in preparing a defence case and to attend Court. Costs may be recovered at the discretion of the Magistrates in the event that the application is dismissed. Costs could be awarded against the Authority in the event that the appeal is successful.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:
 The aforementioned parties have the right to make an appeal to the Magistrates’ Court if they are not satisfied with the outcome/conduct of this or any future hearing.

On behalf of the Solicitor to the Council

Environment: Yes No

Details:

Staffing: Yes No

Details:

On behalf of the Head of Paid Service

DECISION INFORMATION

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies</p>	<p>No</p>
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>No</p>

<p>District Wards Significantly Affected</p>	<p>None</p>
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input checked="" type="checkbox"/></p>	<p>Yes</p> <p>Details: Derbyshire Constabulary</p>

<p>Links to Council Ambition: Customers, Economy and Environment.</p>
<p>All</p>

DOCUMENT INFORMATION	
Appendix No	Title
1	Personal Licence
2	Email from Police confirming conviction
3	Notice to Licence Holder
4	Record of conviction from Court
5	Confirmation from Court of non notification of offence

Background Papers

(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).

Application, supporting documentation and historical records.

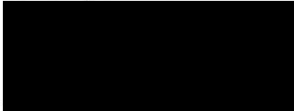
Appendix 1

Your Ref :
Our Ref :
Please ask for : Assistant Licensing Officer
Direct Line : 01246 242417
e-mail : licensing@bolsover.gov.uk
Date : 6 July, 2006



Sherwood Lodge
Bolsover
Derbyshire
S44 6NF

Mrs T Kay



COPY

Dear Mrs Kay

Personal Alcohol Licence PAL0298

Commences: **July 6, 2006**

Expires: **November 24, 2015**

Please find enclosed your Personal Alcohol Licence.

The Licence is in two parts, a plastic card for personal display and a paper counterpart.

Please read the reverse of the paper counterpart for the conditions attached to your licence.

If you have any queries please contact the Bolsover District Council Licensing Office at the address above.

Yours sincerely,

Solicitor to the Council



Name: Tracy
KAY
Number: PAL0298
Expires: 24 November 2015



Tel 01246 242424 Fax 01246 242423 Minicom 01246 242450 Text 07837 111999
Email enquiries@bolsover.gov.uk Web www.bolsover.gov.uk
Chief Executive Officer: Wes Lumley, B.Sc. F.C.C.A.



Licensing Act 2003
Personal Alcohol Licence

PAL0298

LOCAL AUTHORITY



Sherwood Lodge
Bolsover
Derbyshire
S44 6NF

Licensing Section
Bolsover District Council
Sherwood Lodge
BOLSOVER
CHESTERFIELD
DERBYSHIRE
S44 6NF

COPY

Bolsover District Council has granted a Personal Alcohol Licence to the person named on this licence. This person is authorised to sell or supply alcohol or to authorise the sale or supply of alcohol in accordance with the Licensing Act 2003.

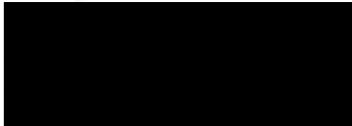
DURATION OF LICENCE

Commences: 6 July, 2006

Expires: 24 November, 2015

NAME & ADDRESS OF HOLDER OF PERSONAL LICENCE

Tracy KAY



Sarah Steuberg

Solicitor to the Council

ANNEX 1 : RELEVANT CONVICTIONS

The Duties of a Personal Alcohol Licence Holder

1. Change of Name and/or Address

If you change your name and/or address you must notify the Licensing Section, Bolsover District Council within 14 days of the change. Your Personal Alcohol Licence must be returned with the notification, along with the correct fee, and a new licence will be issued.

Note: Wherever in England and Wales you may now decide to live, your Personal Alcohol Licence can be issued or renewed by Bolsover District Council. Do not send your Personal Alcohol Licence to any other Licensing Authority even if you are no longer resident in the Bolsover District Council district. Failure to notify a change of name and/or address is an offence.

2. Duty to Produce a Personal Alcohol Licence

- a) The Licensing Authority is required to update your Personal Alcohol Licence whenever a change is required as a result of a notification from you or a Court. The Licensing Authority may require you to produce your Personal Alcohol Licence within a period of 14 days. Failure to provide your Personal Alcohol Licence to the Licensing Authority is an offence.
- b) You must provide your Personal Alcohol Licence for examination by a Constable or an Authorised Officer of the Licensing Authority whenever you are engaged in the supply or sale of alcohol. Failure to produce the licence for examination is an offence.

3. Theft, loss, etc of Personal Alcohol Licence

Where your Personal Alcohol Licence has been lost, stolen, damaged or destroyed, you may apply to the Licensing Authority for a copy of the licence. A fee is payable for this service.

4. Surrender of Personal Alcohol Licence

If you wish to surrender your Personal Alcohol Licence you must return the licence to the Licensing Section, Bolsover District Council together with a signed letter stating that you wish to surrender the licence.

5. Convictions after Grant of a Personal Alcohol Licence

- a) If you appear in Court on a charge relating to a relevant offence, you must produce your Personal Alcohol Licence to the Court. If you cannot produce your Personal Alcohol Licence, you must notify the Court that you are a Personal Alcohol Licence holder.
- b) If you are informed that you have been granted a Personal Alcohol Licence after your first appearance in Court, you must inform the Court at the next hearing that you are now a Personal Alcohol Licence holder.
- c) Where you have produced your Personal Alcohol Licence to the Court, or notified them of its existence, you must also notify the Court at your next appearance, if any of the following events have occurred:
 - You have made or withdrawn an application for renewal of your Personal Alcohol Licence,
 - You have surrendered your Personal Alcohol Licence,
 - Your Personal Alcohol Licence has been renewed,
 - Your Personal Alcohol Licence has been revoked
- d) If you are convicted of a relevant offence the Court may order the forfeiture or suspension of your Personal Alcohol Licence. The Court will notify the Licensing Authority.
- e) You are required to notify this Licensing Authority of any convictions for a relevant offence. The notification must provide the nature and date of conviction and the sentence imposed. Your Personal Alcohol Licence must be returned with the notification. Failure to make this notification is an offence.

Licensing Section, Bolsover District Council,
Sherwood Lodge, Bolsover, Chesterfield,
Derbyshire. S44 6NF

Appendix 2

From: Clarke, Adrian, 3306 <*****>
Sent: Tuesday, July 18, 2023 9:04 AM
To: Sian Harpham <*****> Scriven, Elle-May, 15716 <*****>
Subject: RE: Complaint update - 23/04735/TXDFIT

Warning External

Morning Sian,

I have checked and the results for Tracy Kay are as follows:

Community Order – 120 hours of unpaid work within 12 months

Exclusion Order – Not to enter The Cavendish until 16/07/2024

Court Costs - £85.00

Victim Surcharge - £114.00

Collection Order – all payments to be made by 14/08/2023

No Compensation awarded to victim.

Regards

Ady

Appendix 3



e-mail: licensing@ne-derbyshire.gov.uk
Our Ref: PAL0298
Please Ask For: Samantha Crossland
Direct Line: 01246 217884
Date: 10th January 2024

Mrs Tracy Kay



Joint Environmental Health
Service

Dear Mrs Kay,

NOTICE – Licensing Act 2003 – s.132A
Personal Licence Number: PAL0298
Licence Holder: Mrs Tracy Kay

Bolsover District Council (the Council) have received information that you have been convicted of relevant offences (01.03.2016 & 17.07.2023) which fall under Schedule 4 paragraph 19 of the Licensing Act 2003:-

“A violent offence, being any offence which leads, or is intended or likely to lead, to a person's death or to physical injury to a person, including an offence which is required to be charged as arson (whether or not it would otherwise fall within this definition).”

If you are charged with a relevant offence after you have been granted a Personal Licence, you must tell the Court you are a Personal Licence Holder no later than your first appearance in Court in connection with the offence.

You also failed to notify the Licensing Team of your convictions.

In accordance with section 132A of the Licensing Act 2003, the Council hereby gives notice that they are considering whether to suspend or revoke your licence.

You are entitled to make representations regarding:

- The relevant offences that you committed;
- Any action the court considered taking in respect of your personal licence; and
- Any other relevant information (including information regarding your personal circumstances).



Should you have any representations to make, please ensure that we receive them by no later than **7th February 2024**

This matter will be referred to the Licensing Sub-committee for their consideration. Details of the hearing will follow shortly after the expiration of the above date.

Should you have any queries, please do not hesitate to contact me on the details above.

Yours sincerely

A handwritten signature in black ink, appearing to read "S. Crossland".

Samantha Crossland
Licensing & Enforcement Officer

Appendix 4



Chesterfield Magistrates' Court

Magistrates' Court
Tapton Lane
Chesterfield
Derbyshire
S41 7TW

Court Extract

Tracy KAY

(44 years old)

Case details

Case reference	30DI1069923
ASN	2300000000000682119H

Hearing details

First hearing	17 Jul 2023	Chesterfield Magistrates' Court
---------------	-------------	---------------------------------

Result details

Results	FVS - Surcharge To pay a surcharge of £114.00	17 Jul 2023
	COLLO - Collection order Collection order made. Make payments as ordered.	17 Jul 2023
	PDATE - Pay by date Pay by date. Date to pay in full by: 14/08/2023.	17 Jul 2023
	FCPC - Costs to Crown Prosecution Service To pay costs of £85.00 to the Crown Prosecution Service	17 Jul 2023
	FCPC - Costs to Crown Prosecution Service To pay costs of £85.00 to the Crown Prosecution Service	17 Jul 2023

Offence : Assault by beating

Page 1



Chesterfield Magistrates' Court

Magistrates' Court
Tapton Lane
Chesterfield
Derbyshire
S41 7TW

Offence Date: 17 Feb 2023

On 17/02/2023 at CHESTERFIELD you assaulted [REDACTED] by beating her
'Contrary to section 39 of the Criminal Justice Act 1988.'
-- CCCJS CODE: 'CJ88116'

Allocation decision	Summary-only offence	17 Jul 2023
Plea	Guilty	17 Jul 2023
	Conviction Date	17 Jul 2023
Results	COEW - Community order England / Wales Community order made. The defendant must comply with the requirements (shown below) by 16/07/2024.	17 Jul 2023
	UPWR - Unpaid work Unpaid Work Requirement: Carry out unpaid work for 120 Hours within the next twelve months. This work will be supervised by the responsible officer.	17 Jul 2023
	GPTAC - Guilty plea taken into account Defendant's guilty plea taken into account when imposing sentence.	17 Jul 2023
	NCR - No compensation reason No compensation ordered because Court is of the view this will exacerbate matter	17 Jul 2023
	PORE5 - Exclusion - not to enter a place Exclusion - not to enter The Cavendish Hotel Pub in Bolsover until 16/7/2024	17 Jul 2023

Representation Details

Solicitor	Bakers Solicitors 37 Spring Gardens Buxton Derbyshire SK17 6BJ		
Defence representation	Ms Tinsley	(Duty Bakers)	17 Jul 2023
Prosecution representation	Emma Gilberthorpe	(Prosecution)	17 Jul 2023

Page 2



Chesterfield Magistrates' Court

Magistrates' Court
Tapton Lane
Chesterfield
Derbyshire
S41 7TW

Defendant attendance	Tracy KAY	17 Jul 2023	Present - in person
-----------------------------	-----------	-------------	----------------------------

Decision / Order made by Judiciary	Chair: Mrs Armstrong JP (Magistrate) Winger1: Mr Marsh JP	17 Jul 2023
---	--	-------------

I certify the above extract to be a true copy.

Date certified:

Court officer:

Appendix 5

From: DB-DbyMCPPostCourt <db-dbymcpostcourt@Justice.gov.uk>
Sent: Tuesday, January 16, 2024 2:21 PM
To: Crossland, Samantha <Samantha.Crossland@ne-derbyshire.gov.uk>
Subject: RE: Information regarding a personal licence Tracy Kay

Warning External

Good afternoon

I have checked the digital file and there are no notes which refer about a personal licence, although this does not reflect what was said verbally in court at the hearing.

Kind regards

Vicki Cotton

Team Leader


Post Court Department | HMCTS | Derby Justice Centre | 18 St Mary's Gate | Derby
| DE1 3JR

Phone: 01332 333067

www.gov.uk/hmcts

For cases not on the day please call 0330 808 4407

I am not authorised to bind the Ministry of Justice contractually, nor to make representations or other statements which may bind the Ministry of Justice in any way via electronic means.

 HM Courts & Tribunals Service

[Here is how HMCTS uses personal data about you](#)