

## Application to Change or Cancel details of a Local Service Registration

The **“Guide to local bus service registration”** [PSV353A] will help you fill in this form. If you have any further problems, contact the Licensing Team at your local Traffic Area Office, or refer to the VOSA website at **www.vosa.gov.uk**.

Where the rules allow the Traffic Commissioner to accept less than 56 days notice of this charge or cancellation (see Part 3 of The Guide) you will also need to fill in and attach form PSV350A.

You must send an appropriate fee - see separate schedule for list of fees or refer to website **www.transportoffice.gov.uk**

|                              |
|------------------------------|
| <b>For official use only</b> |
|------------------------------|

**the boxes**       **in CAPITAL LETTERS**

1. Name, which appears on your PSV operator's licence or community bus permit
2. Trading name *(If different from above)*
3. Address for correspondence
 

|  |
|--|
| 160 Corporation Road                                 |
| Newport  |
| South Wales  |
| Postcode NP19 0WF                                    |
| E-mail address Morgan.stevens@newporttransport.co.uk |
4. Daytime telephone number
5. PSV operator's licence number(s) or community bus permit number(s)
 

|             |
|-------------|
| PG 0000 397 |
|             |
6. Traffic Area(s) in which the service is registered
 

|       |
|-------|
| Wales |
|       |
7. Traffic Area Registration reference number(s) and Route number (including any letters eg. 15A etc)
 

|                  |
|------------------|
| PG 0000 397 / 18 |
| 27, 28           |
8. Are you applying to cancel this registration?      Yes       No       ***If 'Yes', go to Q.10***

***If "No", please tick the items that will change (one or more)***

- |                              |                                     |   |   |
|------------------------------|-------------------------------------|---|---|
| Route description            | <input type="checkbox"/>            | } | Please complete a new sheet and enclose a new map |
| Bus stop and stopping places | <input type="checkbox"/>            |   |   |
| Stopping arrangements        | <input type="checkbox"/>            |   | Please attach details                             |
| Reversing manoeuvres         | <input type="checkbox"/>            |   | Please attach details                             |
| Timetable                    | <input checked="" type="checkbox"/> |   | Please attach a new timetable                     |
| Other                        | <input type="checkbox"/>            |   | Please attach details                             |

9. Please summarise the changes for "Notices and Proceedings" (An outline of the changes should be given - a submission of the revised timetable will not suffice and may delay the processing of your application).

|   |
|---|
| Temporary change due to ongoing Covid 19. |
|   |
|   |
|   |
|   |
|   |
|   |

10. When do you want the changes to take effect?

**This should normally be a least 56 days from the date when this application is accepted. If you want a shorter period of notice then you must also complete and attach form PSV350A.**

11. Please show whether any part of your service is supported by subsidies from a local authority or PTE.

No subsidy       Wholly subsidised       Partly subsidised

12. Please give the name(s) of the authority or PTE providing the subsidy.

**The Traffic Commissioner has powers to impose such penalty as he thinks fit on an operator if he is satisfied that the operator has failed to provide a service as registered or has operated in contravention of Section 6 of the 1985 Transport Act.**

Any penalty imposed shall not exceed;

- £550; or
- such other amount as the Secretary of State (as respects England) or the National Assembly for Wales (as respects Wales) may by order specify, multiplied by the total number of vehicles which the operator is licensed to use under all the PSV operator's licences held by him.

**You must send a copy of this form with the supporting documents to each of the county councils, unitary authorities, PTE's and regional or island councils in whose area the service will operate. Failure to do so is an offence.**

I have sent a copy of this form and supporting document to the following authorities:

|                      |
|----------------------|
| Traveline Cymru      |
| Newport City Council |
|                      |
|                      |

**DECLARATION**

**I declare that, as far as I know, the information I have given is true and correct.**

Signed  Position in business

Name (in CAPITALS)  Date

**Now return this form to the office for the Traffic Area in which your service starts.**

**Please ensure that you have enclosed the following:**

- a full timetable (if it is to be changed);
- a new route description or stopping places sheet;  } See question 8.
- form PSV350A (if applicable);  See question 10.
- the required fee unless cancelling or changing a service to meet the requirements of traffic regulation conditions or orders.

**You should use this form with the registration form PSV350 or the cancellation and changes form PSV355 in all cases where the period of notice is less than 56 days.**

**Do not send to the Traffic Area Office on its own.**

Official use only

# Supplementary Form



the boxes



in CAPITALS

National Telephone Number  
0870 60 60 440

I ask the Traffic Commissioner's permission to:

Start

Change

Cancel

a local bus service with less than 56 days notice.

I wish to change the timetable for all or part of the week which includes 24 and 25 December, Good Friday or any bank holiday.



*You must give at least 21 days notice from the date of acceptance of the application.*

The new service/change will replace a substantially similar service which I or another operator has stopped or intends to stop operating.



*Please give the name of operator of discontinued service*

The service to be changed or cancelled is either not available to the general public or is not generally used by them (eg. works or school services).

The police, or a traffic authority have asked me to change/cancel this service on road safety grounds, or on a matter concerning road traffic regulation.



*Please enclose evidence (eg. a copy of a letter from the traffic authority or police).*

The new service/change will apply for a period of no more than 21 days and will cater for the additional demands of a special occasion or event.



*Please say what the event or occasion is.*

The service timetable will be changed:

in timings no more than 10 minutes earlier or later than registered; or

to match the service with an altered connecting rail, ferry or air service.



*Please say which connecting service.*

The change or suspension will last for a period of 14 days or less which is a local public holiday or a holiday widely observed in the area.



Please give details.

|  |
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|  |
|  |

The registration or variation of the service or part of the service is required in order to meet an urgent and exceptional public passenger transport requirement.



Please give details.

|  |
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|  |

None of the above applies, but I wish to start/change/cancel a service for reasons which could not have been foreseen at 56 days notice.



Please explain why.

|                                 |
|---------------------------------|
| Temporary change due to ongoing |
| Covid 19                        |
|                                 |

**If the registration, cancellation or change you wish to make does not satisfy one of the cases given above the Traffic Commissioner will not allow it to take effect until 56 days after he accepts the application. The Traffic Commissioner reserves the right to refuse to allow a service to start at less than 56 days notice even if it is claimed that one of the above cases is satisfied.**

***I declare that, as far as I know, the information I have given is true and correct.***

Signed



Date

26th August 2020

Name  
(Capitals)

RICHARD WIVELL

Position in  
business

Operations Supervisor

Now return this form together with the completed registration, changed or cancellations form with its supporting documents and the fee (where payable) to the Traffic Area Office in whose area the service start.

You must send a fee except in cases of:

- a cancellation; or
- a service changes only to comply with traffic regulation conditions or a road traffic order.

Newport Bus

Newport - Caerleon Home Farm  
 Newport - Caerleon Eastfield Road

27  
 28

Monday to Friday

Ref.No.: SE20 Commencing Date: 01/09/2020

| Service No          | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   |      |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Newport Bus Station | 0615 | 0720 | 0820 | 0920 | 1020 | 1120 | 1220 | 1320 | 1420 | 1520 | 1620 | 1720 | 1820 |
| Clarence Place      | 0618 | 0723 | 0823 | 0923 | 1023 | 1123 | 1223 | 1323 | 1423 | 1523 | 1623 | 1723 | 1823 |
| Caerleon Town Hall  | 0630 | 0735 | 0835 | 0935 | 1035 | 1135 | 1235 | 1335 | 1435 | 1535 | 1635 | 1735 | 1835 |
| Home Farm Green     | 0634 | -    | 0839 | -    | 1039 | -    | 1239 | -    | 1439 | -    | 1639 | -    | 1838 |
| Caesar Crescent     | -    | 0743 | -    | 0943 | -    | 1143 | -    | 1343 | -    | 1543 | -    | 1743 | -    |

Caerleon Home Farm - Newport  
 Caerleon Eastfield Road - Newport

27  
 28

| Service No          | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   |      |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Caesar Crescent     | -    | 0743 | -    | 0943 | -    | 1143 | -    | 1343 | -    | 1543 | -    | 1743 | -    |
| Home Farm Green     | 0634 | -    | 0839 | -    | 1039 | -    | 1239 | -    | 1439 | -    | 1639 | -    | 1838 |
| Lodge Hill Schools  | 0636 | -    | 0841 | -    | 1041 | -    | 1241 | -    | 1441 | -    | 1641 | -    | 1840 |
| St Cadoc's Hospital | 0644 | 0750 | 0849 | 0951 | 1049 | 1151 | 1249 | 1351 | 1449 | 1551 | 1649 | 1751 | 1848 |
| Ship Inn            | 0649 | 0754 | 0854 | 0956 | 1054 | 1156 | 1254 | 1356 | 1454 | 1556 | 1654 | 1756 | 1853 |
| Methodist Church    | 0657 | 0800 | 0902 | 1004 | 1102 | 1204 | 1302 | 1404 | 1502 | 1604 | 1702 | 1804 | 1859 |
| Newport Bus Station | 0707 | 0810 | 0912 | 1014 | 1112 | 1214 | 1312 | 1414 | 1512 | 1614 | 1712 | 1814 | 1909 |

Newport Bus

Newport - Caerleon Home Farm  
 Newport - Caerleon Eastfield Road

27  
 28

Saturday

Ref.No.: SE20

Commencing Date: 01/09/2020

| Service No          | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Newport Bus Station | 0615 | 0720 | 0820 | 0920 | 1020 | 1120 | 1220 | 1320 | 1420 | 1520 | 1620 | 1720 | 1820 |
| Clarence Place      | 0618 | 0723 | 0823 | 0923 | 1023 | 1123 | 1223 | 1323 | 1423 | 1523 | 1623 | 1723 | 1823 |
| Caerleon Town Hall  | 0630 | 0735 | 0835 | 0935 | 1035 | 1135 | 1235 | 1335 | 1435 | 1535 | 1635 | 1735 | 1835 |
| Home Farm Green     | 0634 | -    | 0839 | -    | 1039 | -    | 1239 | -    | 1439 | -    | 1639 | -    | 1838 |
| Caesar Crescent     | -    | 0743 | -    | 0943 | -    | 1143 | -    | 1343 | -    | 1543 | -    | 1743 | -    |

Caerleon Home Farm - Newport  
 Caerleon Eastfield Road - Newport

27  
 28

| Service No          | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   | 28   | 27   |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Caesar Crescent     | -    | 0743 | -    | 0943 | -    | 1143 | -    | 1343 | -    | 1543 | -    | 1743 | -    |
| Home Farm Green     | 0634 | -    | 0839 | -    | 1039 | -    | 1239 | -    | 1439 | -    | 1639 | -    | 1838 |
| Lodge Hill Schools  | 0636 | -    | 0841 | -    | 1041 | -    | 1241 | -    | 1441 | -    | 1641 | -    | 1840 |
| St Cadoc's Hospital | 0644 | 0750 | 0849 | 0951 | 1049 | 1151 | 1249 | 1351 | 1449 | 1551 | 1649 | 1751 | 1848 |
| Ship Inn            | 0649 | 0754 | 0854 | 0956 | 1054 | 1156 | 1254 | 1356 | 1454 | 1556 | 1654 | 1756 | 1853 |
| Methodist Church    | 0657 | 0800 | 0902 | 1004 | 1102 | 1204 | 1302 | 1404 | 1502 | 1604 | 1702 | 1804 | 1859 |
| Newport Bus Station | 0707 | 0810 | 0912 | 1014 | 1112 | 1214 | 1312 | 1414 | 1512 | 1614 | 1712 | 1814 | 1909 |

# Newport Bus

Newport - Caerleon Trinity View  
Newport - Caerleon Eastfield Road

27  
28

Sunday

Ref.No.: SE20      Commencing Date: 01/09/2020

| <i>Service No</i>   | <i>27</i> | <i>28</i> | <i>27</i> | <i>28</i> | <i>27</i> |
|---------------------|-----------|-----------|-----------|-----------|-----------|
| Newport Bus Station | 0930      | 1130      | 1330      | 1530      | 1730      |
| Clarence Place      | 0933      | 1133      | 1333      | 1533      | 1733      |
| Caerleon Town Hall  | 0945      | 1145      | 1345      | 1545      | 1745      |
| Home Farm Green     | 0949      | -         | 1349      | -         | 1749      |
| Caesar Crescent     | -         | 1153      | -         | 1553      | -         |

Caerleon Trinity View - Newport  
Caerleon Eastfield Road - Newport

27  
28

| <i>Service No</i>   | <i>27</i> | <i>28</i> | <i>27</i> | <i>28</i> | <i>27</i> |
|---------------------|-----------|-----------|-----------|-----------|-----------|
| Caesar Crescent     | -         | 1153      | -         | 1553      | -         |
| Home Farm Green     | 0949      | -         | 1349      | -         | 1749      |
| Lodge Hill Schools  | 0951      | -         | 1351      | -         | 1751      |
| St Cadoc's Hospital | 0959      | 1201      | 1359      | 1601      | 1759      |
| Ship Inn            | 1004      | 1206      | 1404      | 1606      | 1804      |
| Methodist Church    | 1012      | 1214      | 1412      | 1614      | 1812      |
| Newport Bus Station | 1022      | 1224      | 1422      | 1624      | 1822      |